

REPUBLIC OF KENYA
COUNTY GOVERNMENT OF ELGEYO MARAKWET



P.O BOX 220-30700, ITEN

SUPPLIER/CONTRACTOR REGISTRATION NOTICE FY 2022-24:

The County Government of Elgeyo Marakwet hereby invites applications from interested Suppliers, contractors, service providers and consultants for registration/listing under various categories for the financial year 2022-2024. The suppliers must fulfill all Government of Kenya statutory requirements and all other conditions and requirements indicated below.-

Registration documents with detailed instructions and conditions may be downloaded from the county website: www.elgeyomarakwet.go.ke. as from 17th April 2022.

Applicants should fulfill the following mandatory requirements:-

1. A copy of the certificate of incorporation/ business registration certificate for sole proprietorships and partnerships
2. PIN certificate
3. Copy of a valid tax compliance
4. Valid Business license from any County government
5. CR12 or name of sole proprietor(for sole proprietor businesses) or names of partners(partnerships)
6. Valid NCA Certificate where applicable
7. AGPO Certificate for the special groups(youth, women, PWD's)
8. Valid tax compliance
9. IFMIS Registration NO.
10. Duly filled registration form(attached)
11. Any other document relevant to your area of specialization.

Completed registration and attachments shall be submitted in a sealed plain envelope, clearly marked with the respective prequalification no. and description of category applied for and deposited in the Tender Box situated at the entrance to the **county treasury** building or addressed as below and posted to the undersigned:

THE COUNTY SECRETARY
COUNTY GOVERNMENT OF ELGEYOMARAKWET
P.O.BOX 220 – 30700
ITEN

So as to reach on or before **7th June 2022 at 10.00AM**. The submitted documents shall be opened immediately thereafter at the Boardroom in the presence of applicants or their representatives who wish to attend.

Note:

1. Late applications/submissions shall not be accepted.

i) MANDATORY REQUIREMENTS

All bids will be examined on mandatory requirements as stated in the bid document as follows:-

No.	Requirements
MR1	Must Submit a copy of certificate of Registration/Incorporation
MR2	Must Submit a copy of Valid Tax Compliance certificate
MR3	Must submit copy of single business license/permit
MR4	Must submit copy of PIN certificate
MR5	Relevant NCA Certificate for the Respective category, IRA, NEMA and any other document relevant to area of specialization.
MR6	Must submit a dully filled up registration form
MR7	CR12 or name of sole proprietor or names of partners
MR 8	IFMIS registration no.
MR 9	AGPO certificate for the relevant category (youth, women, PWDs)

Any applicant who is non responsive based on the above criteria, shall be disqualified and shall not be incorporated in the County government list of suppliers and contractors.

HEAD OF SUPPLY CHAIN MANAGEMENT

FOR: COUNTY SECRETARY.