

SUPPLIER PREQUALIFICATION NOTICE 2024-2027

Cordaid is an internationally operating value-based emergency relief and development organization, mostly working in conflict-affected countries. Cordaid wishes to pre-qualify suppliers from competent organizations for the provision of goods, services and works for the period 2024-2027 in the following categories.

NO	CATEGORY DESCRIPTION
SUPPLY OF GOODS	
1	Supply of General Office Stationery
2	Supply, Printing and Design of Printed Paper and Other Promotional Materials
3	Supply and Delivery of Office Furniture and Related Office Fittings
4	Supply and Delivery of Bottled Water
5	Supply of Foodstuffs [Meat, Fruits, Vegetables, Cereals, Dry Foods, Sugar, Coffee, Tea Leaves, Tea Bags, and Beverages]
6	Supply of Household Cleaning & Sundries Materials [Soaps, Mops, Tissues, Detergents, Bleaching Agents]
7	Supply of Computer Equipment [Servers, Routers, Printers, Scanners]
8	Supply of Computer Accessories [Headsets, Mouse, Laptop Chargers, Cables]
9	Supply of Mobile Phones, Tablets, and Related Accessories
10	Supply of Electronic Appliances [TV, Fridges, Dispensers]
11	Supply of Electronic Hardware and Related Items [Sockets, Extension Cables, Bulbs]
12	Supply and Installation of CCTV Equipment and Related Accessories
13	Supply and Configuration of Voice, Data Communication, Computer Networks and Video Conference Equipment
14	Supply of Cameras and Filming Equipment and Related Accessories
15	Supply of Décor [Interior Décor Services, Flower]
16	Supply of Branding, Signage & Outdoor Advertising Services [Billboards & Related Services]
17	Supply of Hardware, Building and Construction Materials
18	Supply of Motor Vehicle Spare Parts and Accessories
PROVISION OF SERVICES	
19	Provision of Internet Connectivity Solution Services
20	Provision of Taxi Services
21	Provision of Car Hire Services
22	Provision of Insurance Services
23	Provision of Vehicle Maintenance Services and Repairs
24	Provision of Catering Services
25	Provision of Photography, Videography, Live Streaming, and Documentary Services
26	Provision of Security and Related Services
27	Provision of CCTV Maintenance Services
28	Provision of IT Support, Maintenance, and Servicing of Computers, Servers, Projectors, Printers and Other ICT Equipment
29	Provision of Maintenance Services of Power and Battery Backup Solutions
30	Provision of Maintenance Services of Cameras and Filming Equipment and Related Accessories
31	Provision of Office Cleaning Services and Sanitary Services
32	Provision of Editorial and Report Writing Services
33	Provision of Workshop Facilitation, Master of Ceremony (MC) Services, and Rapporteur Services
34	Provision of Events Organization/Management Such as Conferences, Seminars, Webinars, Exhibitions
35	Provision of Media Monitoring Services (Mainstream & Digital Media)
36	Provision of Research Consultancy Services
37	Provision of Legal Services: Litigation, Legal, and Legal Opinion
38	Provision of Interpretation and Translation Services
39	Provision of Institutional and Audit Services
40	Provision of Motor Vehicle Hire Services
41	Provision of Accommodation and Conference Facilities, Preferably Nairobi, Mombasa, Kwale, Tana River, Kisumu, Kisii, Kakamega, Busia, Nandi, Transzoia, Siaya, Homabay, Isiolo, Laikipia, Marsabit, Samburu, Nakuru, Naivasha
42	Provision and Maintenance of Blinds and Curtains
43	Provision of Professional Movers Services
44	Provision of Fumigation and Pest Control Services
45	Provision of Immigration Services Work, Special and School Passes, Re-Entry Passes, Foreign ID Applications and Facilitation Services
46	Provision of Bulk SMS Services
47	Provision of Graphic Design Services
48	Provision of Public Relations, Media Monitoring and Analysis Services
49	Provision of External Storage and Safe Custody Services
50	Provision of Printing & Publishing Services [Books, Calendars, Diaries, Business Cards, Brochures]
PROVISION OF WORKS	
51	Provision of Repair, Renovation and Construction of Buildings

The supplier prequalification exercise will be conducted online via:



TenderSure™ platform is secure, transparent and provides an efficient prequalification process. Interested suppliers may access and register on www.tendersure.africa under the "Available Jobs" tab. Access to the prequalification will be granted upon payment of a nonrefundable fee of **KE\$ 2,500.00** per category. All payments will be made online via M-PESA, Visa Card and MasterCard amongst others. The online supplier prequalification exercise closes on 4th **October 2024 at 10pm EAT**.

In case of any inquiry kindly contact us at help@tendersure.africa or +254 709 557 000.

All existing suppliers are required to participate alongside prospective suppliers to be evaluated and considered.

All participants who duly complete the prequalification process online will be notified of the outcome. Prequalification is not a guarantee for business opportunity, bidders will be invited to submit their quotations on need basis based on the opportunities available. Cordaid reserves the right to accept or reject any bid in whole or in part at its discretion.