



NAIROBI CITY COUNTY

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BOROUGHs, ADMINISTRATION AND PERSONNEL

Office of the Chief Officer- Disaster Management and Coordination

INVITATION TO TENDER

TENDER NO. NCC / DMC/ FW /030/ 2026 -2028
SUPPLY AND DELIVERY OF FOOD AND NON FOOD ITEMS UNDER
FRAMEWORK CONTRACT FOR EMERGENCY RESPONSE FOR A PERIOD OF
TWO YEARS-2026-2027/2027-2028

1. The Nairobi City County Government invites sealed tenders for the Supply and delivery of goods and services for **DISASTER MANAGEMENT AND COORDINATION SECTOR** as indicated TDS.
2. Tendering will be conducted under open competitive tendering method using a standardized tender document and is open to all eligible candidates. Tenderers will be allowed to tender for one or more items. Tenders will be awarded on the basis of framework agreements.
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours 0900 to 1700 hours at the Procurement Office, Nairobi City County Government.
4. Tender documents may be viewed and downloaded for free from the website www.nairobi.go.ke or the Government Public Procurement Information Portal www.tenders.go.ke Tenderers who download the tender document may forward their particulars immediately to nairobiprocurement@gmail.com to facilitate any further clarification or addendum.
5. Tenderers are at liberty to quote for individual lots (contracts) or for any combination of lots (packages). Furtherance to this, tenderers shall fill the Form of Tender [**unit price column**] only and **NOT** the total tender sum.
6. All Tenders must be accompanied by a Tender Bid Security Form amounting to Kenya Shillings **500,000.00** (Five Hundred Thousand Shillings Only) **Bank guarantee approved by PPRA per each LOT.**
7. The Tenderer shall chronologically serialize all pages of the tender documents submitted.
8. Completed tenders must be delivered to the address below on or before **23RD OCTOBER 2026 at 11:00am. Electronic Tenders** will not be permitted.

9. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened at the address below in the presence of the Tenderers' designated representatives who choose to attend.

10. Late tenders will be rejected.

The addresses referred to above are:

1. Address for obtaining further information and for purchasing tender documents

Director supply chain management
Nairobi City County Government
Mama Ngina street, City Hall, 4th floor room 400, supply chain management
P.O Box 30075-00100, GPO NAIROBI

2. Physical address for hand Delivery to an office or Tender Box;

Nairobi City County Government,
Mama Ngina street, City Hall, 4th floor room 400, supply chain management
P.O Box 30075-00100, GPO NAIROBI
For Enquiries via email; nairobiprocurement@gmail.com

3. Address for Submission of Tenders.

Director supply chain management
Nairobi City County Government
P.O Box 30075-00100, GPO NAIROBI
Tender Box Located at, City Hall, 4th floor room 400, and supply chain management on
or before **23RD OCTOBER 2026** at 11:00am.

4. Address for Opening of Tenders.

Nairobi City County Government
P.O Box 30075-00100, GPO NAIROBI

Supply chain management office on **23RD OCTOBER 2026**_____



BRAMWELL SIMIYU
COUNTY CHIEF OFFICER
DISASTER MANAGEMENT AND CO-ORDINATION