INVITATION TO TENDER

PROCURING ENTITY: NAIROBI CITY COUNTY GOVERNMENT

CLOSING DATE: **18th November, 2026 at 11.00 am**

TENDER NAME AND DESCRIPTION: PROVISION OF SANITARY BINS AND THEIR DISPOSAL SERVICES ON "AS AND WHEN REQUIRED" BASIS FOR A PERIOD OF 3 YEARS

TENDER NO. NCC/GOV/FW/069/2026–2027

1. **NAIROBI CITY COUNTY GOVERNMENT** intends to contract a professional firm to provide Sanitary Bins and their Disposal Services to the Nairobi City County as specified in the description of services for a contract period of three-years.
2. The successful bidders who meet the mandatory and technical requirements will be awarded a framework contract for a period of **3 years,2026-2029.**
3. Tendering will be conducted under open competitive method using a standardized tender document. Tendering is open to all qualified and interested Tenderers.
4. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours i.e. 0900 to 1500 hours at the address given below.
5. A complete set of tender documents may be obtained from website; Public Procurement Information Portal; https://www.tenders.go.ke free of charge. Tenderers who download the tender document must forward their particulars immediately to email; Email: nairobiprocurement@gmail.com to facilitate any further clarification or addendum.
6. Tenders shall be quoted in Kenya Shillings and shall include all taxes. Tenders shall remain valid for 140 days from the date of opening of tenders.
7. All Tenders must be accompanied by a tender security guarantee from **a reputable bank.** Amounting to Kenya Shillings **140,000 /=** (One Hundred and Forty thousand Shillings Only) **Valid for 140 days.**
8. The Tenderer shall chronologically serialize all pages of the tender documents submitted.
9. There will be a Site visit at the proposed locations on 10th November 2026.
10. Completed tenders must be delivered in plain sealed envelopes clearly marked on top with the Tender Reference and Description should be deposited in the Tender Box at Nairobi City County Government Mama Ngina Street, City Hall, 4th Floor Room 400, Supply Chain Management **or be addressed to:**

Nairobi City County Government
County Secretary
P.O BOX 30075-00100 NAIROBI so as to be received on or before

18th November, 2026 at 11.00 am

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11. 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 in the presence of the Tenderers' designated representatives who choose to attend at the address indicated.
12. Late tenders will be rejected.

The addresses referred to above are:

a. Address for obtaining further information

Nairobi City County Government

Mama Ngina Street, City Hall, 4TH Floor Room 400,

Supply Chain Management.

P.O BOX 30075-00100 NAIROBI.

Head of Supply Chain Management, Email: nairobiprocurement@gmail.com

b. Address for Submission

Nairobi City County Government

County Secretary

P.O Box 30075-00100 NAIROBI

c. Address for Opening of Tenders

Nairobi City County Government

Mama Ngina Street, City Hall,4TH Floor Room 400, Supply Chain Management

Yours sincerely,

Director County Administration
Nairobi City County
P. O. Box 30075 - 00100
NAIROBI

PETER OGOLA
DIRECTOR COUNTY ADMINISTRATION.