INVITATION TO TENDER

PROCURING ENTITY: NAIROBI CITY COUNTY
CONTRACT NAME AND DESCRIPTION: **PROPOSED RENOVATION OF PERFORMANCE CONTRACTING, GOVERNANCE, MONITORING AND EVALUATION OFFICES AND STRUCTURAL OFFICES IN 2ND FLOOR MAIN CITY HALL**
TENDER No. NCC/GOV/T/027/2026-2027

The **NAIROBI CITY COUNTY GOVERNMENT (NCCG)** invites sealed tenders for the **PROPOSED RENOVATION OF PERFORMANCE CONTRACTING, GOVERNANCE, MONITORING AND EVALUATION OFFICES AND STRUCTURAL OFFICES IN 2ND FLOOR MAIN CITY HALL**

1. Tendering will be conducted under National open competitive method using a standardized tender document. Tendering is open to all qualified and interested Tenderers.
2. Qualified and interested tenderers may obtain further information and inspect the Tender Documents from 0900-1500hours at the address given below.
3. A complete set of tender documents may be purchased or obtained by interested tenderers upon payment of a non- refundable fees of Kshs. 1,000 (Kenya Shillings One Thousand Only) in cash or Banker's Cheque and payable to the address given below. Tender documents may alternatively be obtained electronically from the website www.tenders.go.ke. Tender documents obtained electronically will be free of charge. Tenderers downloading documents from a designated website shall advise the Procurement Entity that they have downloaded the tender documents, giving full contact addresses of the tenderer (*email, telephone number and postal address*).
4. Tender documents may be viewed and downloaded for free from the website www.tenders.go.ke. Tenderers who download the tender document **MUST** forward their particulars immediately to nairobiprocurement@gmail.com, P.O. BOX 30075-00100, NAIROBI to facilitate any further clarification or addendum.
5. All Tenders must be accompanied by a BID SECURITY IN THE FORM OF UNCONDITIONAL BANK guarantee from **a reputable bank regulated by central bank of kenya** amounting to Kenya Shilings of **KSHS. 195,000 (ONE Hundred and Ninety Five Thousand ONLY)**
6. The Tenderer **SHALL** chronologically and sequentially serialize all pages of the tender documents submitted in the numerical format i.e., 1, 2, 3, 4.....including the cover page and all other pages and attachments.
7. Completed tenders must be delivered to the address below on or before **24TH November, 2026.** Electronic Tenders **will not** be permitted.

8. There will be a Site visit at **11:30 a.m.** on **13th November 2026**
9. Tenders will be opened on **24TH November, 2026** or any deadline date and time specified later.
10. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.
11. Late tenders will be rejected.

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12.The addresses referred to above are:

A. **Address for obtaining further information and for purchasing tender documents**

Nairobi City County Government
Mama Ngina Street, Old City Hall Building, 4th Floor Room 400, Supply Chain Management.
P.O BOX 30075-00100
Head of Supply Chain Management, Tel: 0725 624 489/ 0738 041 292,
Email:nairobiprocurement@gmail.com

B. **Address for Submission of Tenders.**

Nairobi City County Government
County Secretary
P.O Box 30075-00100
Mama Ngina Street, Old City Hall Building, 4th Floor Room 400
Supply Chain Management.

C. **Address for Opening of Tenders.**

Nairobi City County Government
Mama Ngina Street, Old City Hall Building, 4th Floor Room 400
Supply Chain Management

To **DIRECTOR COUNTY ADMINISTRATION**
NAIROBI CITY COUNTY
Email Address: - nairobiprocurement@gmail.com

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