



## **KENPIPE SACCO SOCIETY LTD.**

### **PROCUREMENT DEPARTMENT**

P.O. BOX 314-00507, NAIROBI, KENYA

TEL. 0710600999 OFF NANYUKI ROAD AT KENPIPE PLAZA-INDUSTRIAL AREA-NAIROBI

Email: [info@kenpipsaccocom](mailto:info@kenpipsaccocom) Website: <https://www.kenpipesacco.com>

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**PRE-QUALIFICATION TENDER DOCUMENT FOR THE SUPPLY AND  
DELIVERY OF NEWSPAPERS, MAGAZINES, PERIODICALS, BOOKS,  
JOURNALS, PUBLICATIONS AND LIBRARY MATERIALS.**

**CATEGORY: SUPPLY OF GOODS**

**TENDER REF NO: A3 PRV**

**NO: 2026-2028**

**BIDDING DOCUMENT AT NO CHARGE**

## PROJECT DETAILS

**PROJECT SITE:** KENPIPE Co-operative Savings and Credit Society Limited offices, off Nanyuki road – industrial area -Nairobi.

**PROJECT TASK:** Provision of NEWSPAPERS, MAGAZINES, PERIODICALS, BOOKS, JOURNALS, PUBLICATIONS AND LIBRARY MATERIALS for the society

**SPECIFIC PROJECT OBJECTIVES:**

To be able to provide newspapers, magazines, periodicals, books, journals, publications and library materials within the required time without fail

**PROJECT SCOPE:** Kenpipe Sacco Offices at Kenpipe Plaza – industrial area

**PROJECT OUTPUT:** Quality newspapers, magazines, periodicals, books, journals, publications and library materials.

## PERSONAL DETAILS/PARTICULARS

1. Name &  
Address: \_\_\_\_\_

2. Registration/Incorporation No. [Attach copy] \_\_\_\_\_

3. P.I.N No. [Attach copy]

\_\_\_\_\_

4. V.A.T No. [Attach copy]

\_\_\_\_\_

5. Current Business License [Attach copy] \_\_\_\_\_

6. Certificate of compliance [Attach copy]

\_\_\_\_\_

7. Authorized dealer letter [Attach copy]

## **DIRECTORS AND SENIOR MANAGEMENT**

1. Name, profession and academic qualification:

a. \_\_\_\_\_  
\_\_\_\_\_

b. \_\_\_\_\_  
\_\_\_\_\_

c. \_\_\_\_\_  
\_\_\_\_\_

d. \_\_\_\_\_  
\_\_\_\_\_

e. \_\_\_\_\_  
\_\_\_\_\_

**RELEVANT EXPERIENCE**

As a minimum, bidding firm must have provided newspapers, magazines, periodicals, books, journals, publications and library materials. for at least three (3) corporate clients in the last two (2) years

No.	Name of Firm/Company	Period of Operation	Contact Person

Please attach relevant copies of referees and detailed description of assignment done.

**PAYMENT TERMS**

Please indicate your preferred/standard payment terms and warranties (If any) for the contract sum in D (i) above.

Certified by: \_\_\_\_\_

Signature \_\_\_\_\_

Rubber stamp/company seal: