



# Verona Huruma Sacco Ltd.

Nurturing Economic Growth Through Faith

## PRE-QUALIFICATION OF SUPPLIERS FOR THE YEAR 2020/2022

Verona Huruma Sacco Ltd invites interested eligible firms to submit applications for pre-qualification of suppliers of the following categories of Goods and Services. All the suppliers with whom we are currently engaged also need to re-apply.

Category Code	Item Description
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### CATEGORY A. SUPPLY AND DELIVERY OF GOODS

1	VHSACCO/A1/20/22	Supply & Delivery of General Office Stationery.
2	VHSACCO/A2/20/22	Supply and Maintenance of Office Furniture & Fittings, partitioning and Filing Cabinets.
3	VHSACCO/A3/20/22	Supply & maintenance of Laptops, Computers, Computer Consumables and Network Equipment's.
4	VHSACCO/A4/20/22	Supply of Computer Software and Licenses
5	VHSACCO/A5/20/22	Supply and Maintenance of Hardware, Photocopiers, Scanners, Printers, Printer Consumables and Accessories.
6	VHSACCO/A6/20/22	Designing, Branding & Printing of Brochures, Annual reports, Magazines, Banners, Advertising and other Promotional Materials.
7	VHSACCO/A7/20/22	Supply of plumbing & Building Materials- Stones, Ballast, Sand, Cement, Timber among others

### CATEGORY B. PROVISION OF TECHNICAL AND PROFESSIONAL SERVICES

1	VHSACCO/B1/20/22	Provision of Insurance Services
2	VHSACCO/B2/20/22	Provision of Pension & Investment Services
3	VHSACCO/B3/20/22	Provision of Security Services e.g. Guards, CCTV, Access controls
4	VHSACCO/B4/20/22	Provision of Public Relation, Corporate Marketing and Communication services
5	VHSACCO/B5/20/22	Provision of Auctioneering, Debt collection and Billing services
6	VHSACCO/B6/20/22	Provision of Internet Services
7	VHSACCO/B7/20/22	Provision of Statutory Audit services
8	VHSACCO/B8/20/22	Provision of System audit services
9	VHSACCO/B9/20/22	Provision and Maintenance of Web Design and Hosting Services
10	VHSACCO/B10/20/22	Provision of Training and consultancy Services
11	VHSACCO/B11/20/22	Provision of Conference and Accommodation Services
12	VHSACCO/B12/20/22	Provision of legal services

### CATEGORY C. PROVISION OF WORKS

1	VHSACCO/C1/20/22	Provision of Professional Services in Architectural and interior Design, Quantity Survey, Engineers and Researchers.
2	VHSACCO/C2/20/22	Provision of Land Valuation Services
3	VHSACCO/C3/20/22	Building Works Contractors – Must be registered with National Construction Authority
4	VHSACCO/C4/20/22	Provision of Electrical Engineering services, Installation & Repairs – Must be Registered with the Energy Regulation Commission
5	VHSACCO/C5/20/22	Provision and Servicing of Fire Fighting Equipment, Generators and Air Conditioners.
6	VHSACCO/C6/20/22	Provision of Car Tracking Services
7	VHSACCO/C7/20/22	Provision of Catering Services
8	VHSACCO/C8/20/22	Provision of Event Management Services
9	VHSACCO/C9/20/22	Provision of General Contractor Services (Renovation, Field Clearing, Fencing and landscaping
10	VHSACCO/C10/20/22	Provision of Mechanical, structural, Plumbing Services and other related Works
11	VHSACCO/C11/20/22	Provision of Welding and other Fabrication Services
12	VHSACCO/C12/20/22	Provision of First Aid, Ambulances and medical consumables
13	VHSACCO/C13/20/22	Provision of Transport services and logistics
14	VHSACCO/C14/20/22	Provision of Cleaning and fumigation services

Prequalification documents can be obtained from VHSACCO OFFICE (Holy Trinity Catholic Church Compound) P.O. Box 47714-00100 NAIROBI from 8.00am to 5.00pm.

Upon Return of Prequalification documents one has to show proof of payment by attaching a receipt of **Kes. 3,000**. Payments to be done through Pay Bill No. 400500 or in Cash to the VHSACCO offices. These must be submitted on or before **9<sup>th</sup> July 2020 at 10.00 a.m.**

Completed tenders are to be enclosed in plain sealed envelopes marked with Tender Number and Tender Description and must be deposited in the tender box located in our VHSACCO office reception area, at Holy Trinity Kariobangi Church Compound, Addressed to

THE CHAIRMAN,  
VERONA HURUMA SACCO LTD.  
P.O BOX 47714-00100, NAIROBI, KENYA.  
OFFICE NOs. 0724933760/0719577339

Pre-qualification documents will be opened on **9<sup>th</sup> July 2020 at 10.00 a.m.** at the Verona Huruma Sacco Office in the presence of the applicants or their representatives who wish to attend. Verona Huruma Sacco Ltd. reserves the right to accept or reject any application partially or in whole without assigning any reasons thereof. Late tenders will not be accepted.