

TENDER NOTICE



PRE-QUALIFICATION OF SUPPLIERS FOR FY 2021-2022

Pacis Insurance Company wishes to update its list of suppliers for the FY 2021/2022 and now invites online applications from interested and eligible firms to be considered for pre-qualification to supply various goods, works and services hereunder.

CATEGORY A: PROVISION OF SERVICES

- PACIS/PQ/1/2021-2022 Interior Designers
- PACIS/PQ/2/2021-2022 Quantity Surveyors
- PACIS/PQ/3/2021-2022 Tax consultancy
- PACIS/PQ/4/2021-2022 Estate Agency & Property management
- PACIS/PQ/5/2021-2022 Architects
- PACIS/PQ/6/2021-2022 Outside Catering services
- PACIS/PQ/7/2021-2022 Debt collection services
- PACIS/PQ/8/2021-2022 Car Hire & taxi services
- PACIS/PQ/9/2021-2022 Media, public relations & advertising consultancy
- PACIS/PQ/10/2021-2022 Cleaning services
- PACIS/PQ/11/2021-2022 Insurance Brokerage services
- PACIS/PQ/12/2021-2022 Vehicle Maintenance
- PACIS/PQ/13/2021-2022 Provision of Event Management services
- PACIS/PQ/14/2021-2022 Vehicle tracking
- PACIS/PQ/15/2021-2022 Vehicle Valuers
- PACIS/PQ/16/2021-2022 Property Valuers
- PACIS/PQ/17/2021-2022 Fire & Risk survey Services
- PACIS/PQ/18/2021-2022 Recruitment services
- PACIS/PQ/19/2021-2022 Training services (Customer & staff)
- PACIS/PQ/20/2021-2022 Printing of Medical & Staff Cards
- PACIS/PQ/21/2021-2022 Actuarial Services
- PACIS/PQ/22/2021-2022 Event Management
- PACIS/PQ/23/2021-2022 Desktop & Server Preventative Maintenance
- PACIS/PQ/24/2021-2022 Website Design & Maintenance
- PACIS/PQ/25/2021-2022 Provision of Bulk SMS Services
- PACIS/PQ/26/2021-2022 Provision of Network Solutions (Structured Cabling)
- PACIS/PQ/27/2021-2022 Provision of Internet Services & Branch Network Services i.e. Point to Point Connectivity
- PACIS/PQ/28/2021-2022 Provision of Cloud Data Backup Services
- PACIS/PQ/29/2021-2022 Provision of Power Backup Services
- PACIS/PQ/30/2021-2022 Provision of Audit services

CATEGORY B: SUPPLY OF GOODS

- PACIS/PQ/31/2021-2022 Computers, printers and accessories
- PACIS/PQ/32/2021-2022 Provision of Software
- PACIS/PQ/33/2021-2022 General office stationery
- PACIS/PQ/34/2021-2022 Design and printing of security/policy documents/proposal forms & Claims forms.
- PACIS/PQ/35/2021-2022 Plaques and lit signage
- PACIS/PQ/36/2021-2022 Copiers, faxes and related spare parts and consumables
- PACIS/PQ/37/2021-2022 Design, layout and printing of PACIS publications, calendars, diaries.
- PACIS/PQ/38/2021-2020 Provision of branded corporate gifts, memorabilia, general merchandise and related items. Marketing and promotional materials
- PACIS/PQ/39/2021-2022 Telephone sets and accessories
- PACIS/PQ/40/2021-2022 Supply and maintenance of firefighting equipment
- PACIS/PQ/41/2021-2022 Office furniture and other furnishings,
- PACIS/PQ/42/2021-2022 Electrical fittings and lighting materials

CATEGORY C: CLAIMS

PACIS/PQ/43/2021-2022 Claims legal services
PACIS/PQ/44/2021-2022 Accident vehicle repair garages
PACIS/PQ/45/2021-2022 Motor claims assessment services
PACIS/PQ/46/2021-2022 Accident vehicle storage yards
PACIS/PQ/47/2021-2022 Claims Adjusting/Surveying services
PACIS/PQ/48/2021-2022 Licensed Insurance Investigators
PACIS/PQ/49/2021-2022 Provision of Car Hire Services
PACIS/PQ/50/2021-2022 Scrap Collectors
PACIS/PQ/51/2021-2022 Doctors
PACIS/PQ/52/2021-2022 Provision of Towing Services



Interested firms will be required to submit the following mandatory documents among other requirements: -

1. Copy of Incorporation certificate/Business registration certificate
2. Copy of Valid KRA Tax Compliance certificate
3. Audited Accounts for the last 3 years OR Bank statement for the last 3 Years

The pre-qualification guidelines may be obtained upon payment of a non-refundable fee of **Ksh.2,000 per category** at the Finance office, Headquarters or downloaded from our website www.pacisinsurance.com downloads page.

Bidders can also remit the non-refundable fee of Kshs. 2000 per category through our Safaricom PayBill No: **504700** and use the category Reference No: e.g., **PACIS/PQ/31/2021-2022** as the Account Number.

Completed tender documents together with receipt of Kes 2,000 should be submitted to procument@paciskenya.com not later than 12.00 noon on Monday 21st, December 2020.