



## REGISTRATION OF SUPPLIERS, SERVICES PROVIDERS AND CONTRACTORS FOR THE FINANCIAL YEAR 2009-2010

**CAA/I0/2009-2010**

Kenya Airports Authority now invites applications from interested eligible firms for the registration of Suppliers, Service Providers and Constructors for the period ending 30<sup>th</sup> June 2010

### **SUPPLIERS/SERVICE PROVIDERS**

| Category | Item Description  |
|----------|---|
| IA       | Supply of general office stationery   |
| IB       | Supply of computer hardware, software, stationery, toners cartridges, and accessories |
| ID       | Supply of assorted hardware materials   |
| IE       | Supply of electrical items  |
| IF       | Supply of office furniture and fittings   |
| IG       | Supply of specialized airfield lamps, transformers and bulbs                          |
| IH       | Supply of cleaning materials, detergents and disinfectants.                           |
| IJ       | Supply of motor vehicle tyres, tubes/airbidge tyres and batteries                     |
| IK       | Supply of security materials and appliances   |
| IL       | Servicing and repair of office equipment  |
| IM       | Supply of fresh flowers, plants and maintenance of in-door plants                     |
| IN       | Supply of flags and wind socks  |
| IP       | Provision of cleansing and environmental management services                          |
| IQ       | Supply of motor vehicle spare parts   |
| IR       | Supply of newspapers, periodicals, legal materials and library books                  |
| IS       | Supply of industrial protective gears, personnel protective wears and equipment       |
| IT       | Supply of promotional materials   |
| IU       | Repair and service of computers and assorted peripherals                              |
| IV       | Supply of fire engine (Fire Vehicle) and mobile plant spare parts                     |

|     |   |
|-----|---|
| IW  | Supply of electronic items, materials, telephone and communication equipment                              |
| IX  | Provision of fire fighting and fire protection equipment, fire hydrants and fire extinguishing cylinders. |
| IY  | Printing and printed stationary   |
| IZ  | Supply of fuel and lubricants   |
| 2A  | Printing of accountable documents   |
| 2B  | Provision of legal Services   |
| 2C  | Provision of courier services   |
| 2D  | Provision of fresh milk   |
| 2E  | Provision of air tickets and travel services- IATA registered   |
| 2F  | Supply of staff uniforms-CMT  |
| 2G  | Design, and Printing, of X-mass cards, calendars & diaries, corporate news letter                         |
| 2H  | Provision of Internet services  |
| 2I  | Provision of property valuation services  |
| 2J  | Provision of waste disposal & recycling   |
| 2K  | Supply and delivery of sport uniforms and equipment   |
| 2L  | Collection of waste papers  |
| 2M  | Provision of auctioneer services  |
| 2N  | Provision of survey services  |
| 2P  | Provision of ICT systems services and solutions   |
| 2Q  | Supply and delivery of mobile phones and scratch cards  |
| 2R  | Provision of sewer unblocking and exhauster services  |
| 2S  | Provision of conference facilities and catering services  |
| 2T  | Supply and delivery of photo journalist equipments, Video editing   |
| 2U  | Provision of signage  |
| 2V  | Provision of afforestation services   |
| 2W  | Supply & delivery of tree seedlings   |
| 2WA | Supply of fertilizer & related chemicals  |
| 2X  | Provision of drinking mineral water and water dispensers  |
| 2Y  | Provision of Christmas decorations and seasonal festivities   |
| 2Z  | Supply and delivery of carpets, tinted films and sunblind   |
| 2AA | Maintenance of storm water drainage system  |
| 2AB | Supply of radio communication equipment   |
| 2AC | Provision of Car Hire Services  |
| 2AD | Provision of tents, chairs and Public Address Systems   |

## **CONSULTANCY**

|    |   |
|----|---|
| 3A | Recruitment & Selection Consultancy   |
| 3B | Management Consultants- <ul style="list-style-type: none"> <li>• Organization Re-engineering &amp; Development</li> <li>• Job Evaluation</li> </ul> |

|    |   |
|----|---|
|    | <ul style="list-style-type: none"> <li>• Performance Management System</li> </ul>   |
| 3C | <p>Training Consultants in Skills, Knowledge &amp; Development: -</p> <ol style="list-style-type: none"> <li>1.Change Management programmes</li> <li>2.Leadership development</li> <li>3.Functional Competency Development in any of the following: - <ul style="list-style-type: none"> <li>• Procurement</li> <li>• Finance</li> <li>• Marketing / Product Development</li> <li>• Information communication Technology (ICT)</li> <li>• Audit</li> <li>• Housekeeping</li> <li>• Engineering</li> <li>• Legal</li> </ul> </li> <li>4.Team Development programmes</li> <li>5.Development of e-learning programme</li> <li>6.Customer Service</li> <li>7. Psychometrics and Competency development.</li> <li>8.Project Management</li> <li>9.Health and safety management at work place</li> <li>10.Emergency/Disaster preparedness</li> <li>11.Airport Operations</li> <li>11.Environmental Planning and Management</li> </ol> |
| 3D | Tax Consultancy Services  |
| 3E | Architectural Services and Interior Design Services   |
| 3F | Electrical Engineering Consultants  |
| 3G | Civil Engineering Consultants   |
| 3H | <p>Research Services in any of the following: -</p> <ul style="list-style-type: none"> <li>❖ Customer Service Survey</li> <li>❖ Employee Satisfaction Survey</li> <li>❖ Market Research</li> <li>❖ Any other research</li> </ul>  |
| 3I | Building Economics & Quantity Surveying Consultancy   |
| 3J | Environment Impact Assessment and Audits Consultancy  |

## CONTRACTORS

| Category | Item Description   |
|----------|--|
| ES1      | Civil works (Roads and Aircraft Pavements)                                   |
| ES2      | Civil works (water supply and distribution, sewage and storm water drainage) |
| ES3      | Building works   |

|      |   |
|------|---|
| ES4  | Electrical (airfield lighting)  |
| ES5  | Electrical works (power sub stations, HV/ LV Distribution).                                   |
| ES6  | Electronics (CCTV, screening security equipment, FIDS and alarm systems)                      |
| ES7  | Specialized fabrication workshops and specialized spray painting                              |
| ES8  | Electronics (telecommunication services)  |
| ES9  | Electro-Mechanical (lifts, dumbwaiters and escalators)  |
| ES10 | Electro-Mechanical (passenger boarding bridges, passenger baggage conveyors, weighing scales) |
| ES11 | Electro-Mechanical (motors, pumps, compressors, standby generators and water cooling towers)  |
| ES12 | Electro-Mechanical (maintenance of lifting cranes and hoists)                                 |
| ES13 | Electro-Mechanical (refrigeration, air conditioning and mechanical air ventilation)           |
| ES14 | Motor vehicle and ambulance servicing, repair, panel beating and spray painting               |
| ES15 | Serving and repair of fire engines (Fire Vehicles) and Mobile Plant                           |
| ES16 | Fire Protection Engineering Services  |
| ES17 | Interior Moderation Work  |
| ES18 | Drilling and Maintenance of Boreholes   |
| ES19 | Electronics (radio communication services)  |

**Contractors applying for category ES1, ES2 ES3, ES4 and ES5 must be registered with Ministry of Roads and Public Works category H and above. ES4 and ES 5 must be registered with the Ministry of Energy class C and above. ES8 must be registered with CCK (Communication Commission of Kenya) ES8 and ES9 must be registered with Ministry of Energy in category E and above.**

Interested and eligible suppliers/contractors are requested to obtain application forms from KAA Headquarters for Nairobi and from Airports Managers at Moi International Airport, Eldoret International Airport, Malindi Airport and Kisumu Airport upon payment of non- refundable fee of **Kshs.1, 000.00** by cash payable to KAA Cashier in the respective points. **The fee is only for one set of forms for a particular category.** Firms are free to participate in more than one category and for different stations. Firms already pre-qualified with KAA in respective categories need not apply but can apply for categories where they have not been pre-qualified.

Completed application forms in plain sealed envelopes clearly marked "Registration of Suppliers, services Providers and Contractors for the Financial Year 2009/2010 - **KAA/10/2008-2009** category \_\_\_\_\_ should be addressed to: -

**The Managing Director  
Kenya Airports Authority  
P.O. Box 19001  
NAIROBI**

and be deposited in the tender box located on the 2<sup>nd</sup> Floor of Kenya Airports Authority Headquarters, so as to be received **on or before 22<sup>nd</sup> October, 2009** at **11.00 am. Late applications shall be rejected.** Applications shall be opened soon after in the presence of bidders representatives who choose to attend at the Conference Room, 5<sup>th</sup> floor, KAA HQ's Building.

The Authority reserves the right to accept or reject any tender without giving reasons thereof and does not bind itself to accept lowest or any tender.

Canvassing for the tender by the tenderer or by proxy shall lead to automatic disqualification of their tender.

**ALLAN M. MUTURI  
MANAGER PROCUREMENT & LOGISTICS  
FOR: MANAGING DIRECTOR**