



THE KENYA SCHOOL OF LAW

**CONTINUOUS REGISTRATION OF SUPPLIERS
FOR GOODS, SERVICES AND WORKS FOR THE
FINANCIAL YEARS 2024-2025 and 2025-2026**

COMPANY NAME.....

CATEGORY NO.....

CATEGORY DESCRIPTION.....

IF SPECIAL GROUP PLEASE INDICATE BELOW: (√)

WOMEN

YOUTH

PERSONS WITH DISABILITIES

**P.O. BOX 30369 – 00100 NAIROBI
TEL: +254 020-2699581-6
EMAIL: lawschool@ksl.ac.ke
WEBSITE: www.ksl.ac.ke**

INVITATION TO REGISTER AS SUPPLIERS

CONTINUOUS REGISTRATION OF SUPPLIERS FOR 2024-2026 FINANCIAL YEARS

Registration Reference No.: **VARIOUS CATEGORIES**

1. The Kenya School of Law intends to register interested eligible firms for the supply of the goods, works and services for “**Continuous Registration of Suppliers FY 2024-2026**”.
2. Registration/Tender documents with detailed information shall be viewed and downloaded from the schools website **www.ksl.ac.ke** **free of Charge** or obtained from the Supply Chain Management office located at Administration block gate C, Kenya School of Law Langata South Road during normal working hours upon payment of non-refundable tender fee of kshs.1000.00
3. **Special groups** i.e. Youth, Women and Persons living with Disability (PwDs) who have been duly registered with the National Treasury (or County Governments) must show **proof of registration – a Valid AGPO Certificate**. Special groups firms who meet criteria set for other categories **open to the public** are encouraged to apply. **However, all applications for categories open to the public will be subjected to the same evaluation criteria without regard for preference or reservation.**
4. Those wishing to be registered **in more than one category** will be required to download additional registration documents **for each category**.
5. Completed Registration Documents are to be enclosed in plain sealed envelopes, marked with the respective Category name and Reference Number and be deposited in the Tender Box provided at the Administration Block, Ground Floor or be addressed to: -

**The Chief Executive
Officer, The Kenya
School of Law, Karen –
Langata South Road,
P.O Box 30369 – 00100,
Nairobi**

6. Address where to submit Applications

***THE KENYA SCHOOL OF LAW,
KAREN – LANGATA SOUTH
ROAD,
P.O BOX 30369 – 00100,
NAIROBI***

***MAIN CAMPUS, TENDER BOX AT ADMINISTRATION BLOCK AT THE GROUND FLOOR,
RECEPTION AREA GATE C***

SECTION 1 - EVALUATION CRITERIA

The Kenya School of Law will examine the tenders to determine completeness, general orderliness and sufficiency in responsiveness.

Applicants will be required to comply with ALL mandatory requirements as follows:

No	MANDATORY REQUIREMENTS	COMPLIANCE (YES/NO)
GENERAL REQUIREMENTS		
1	Copy of Valid Certificate of Incorporation/Business Registration	YES/NO
2	Valid PIN Certificate	YES/NO
3	Current/Valid Tax Compliance Certificate for the group/enterprise as obtained free of charge from the KRA portal (Attach copy)	YES/NO
4	Form 1. Duly filled, signed and stamped Disclosure of Interest Form	YES/NO
5	Form 2: Duly filled, signed and stamped Certificate of Independent Tender Determination Form	YES/NO
6	Form 3: Duly filled, signed and stamped Self-Declaration form	YES/NO
7	Form 4: Duly filled, signed and stamped Letter of registration	YES/NO
8	Form 5: Duly filled, signed and stamped Confidential Business Questionnaire	YES/NO
SPECIAL CONDITIONS (for specific categories as indicated)		
9	Copies of Valid AGPO Registration Certificates for Special Groups (Youth, Women & PWDs) owned firms for RESERVED categories only	YES/NO
10	Valid membership of Professional Body (LSK) for legal services (category 37 only)	YES/NO
11	IATA /KATA registered firms for Provision of Air Travel agency and related Services (category 41 only)	YES/NO
12	Valid License from Auctioneers Licensing Board (category 48 only)	YES/NO
13	Valid NCA certificate for Provision of Small Works for relevant works: Building Construction, General Civil Works (category 47 only)	YES/NO
14	Registration/Valid License by Insurance Regulatory Authority (IRA) Membership of Association of Insurance Brokers (AIB) (category 43 only)	YES/NO

NB: Bidders must meet **ALL** applicable mandatory requirements to qualify.

(The Evaluation Committee will verify the information submitted by applicants and may visit the physical premises of the applicants. Findings from such visits will form part of the evaluation process).

Declaration (For the Tenderer only)

(The tenderer is expected to state categorically whether he/she will/will not accept to be evaluated on the above criteria)

Q. Will you accept your bid to be evaluated based on the above criteria and abide by them during the entire period of the tender? (Tick appropriately below)

No

Yes

Official Stamp **Sign.....**

For Official Use Only

(The Team Leader of Evaluation Team will make comments below based on the findings about the tenderer)

Accept the Firm

Reject the Firm

Sign**Date**

Approved /Not Approved

SECTION II- DECLARATIONS

FORM 1: FOR DISCLOSURE OF INTEREST- Interest of the Firm in THE KENYA SCHOOL OF LAW

- i) Are there any person/persons in **THE KENYA SCHOOL OF LAW** who has/have an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows.

	Names of Person	Designation in THE KENYA SCHOOL OF LAW	Interest or Relationship with Tenderer
1			
2			
3			

Conflict of interest disclosure

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties that puts it in a position to influence the tender of another tenderer, or influence the decisions of THE KENYA SCHOOL OF LAW regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of THE KENYA SCHOOL OF LAW who are directly or indirectly involved in the preparation of the Registration document or specifications of the Contract, and/or the Quotation/Tender evaluation process of such contract.		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
8	Tenderer has a close business or family relationship with a professional staff of KENYA SCHOOL OF LAW who would be involved in the implementation or supervision of the Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to THE KENYA SCHOOL OF LAW throughout the quotation/tender process and execution of the Contract?		

Certification

On behalf of the Tenderer, I certify that the information given above is

correct. Full Name _____

Title or Designation _____

(Signature)

(Date)

FORM 2: CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting the accompanying Letter of quotation/tender to the _____
[Name of Procuring Entity] for: _____

[Name and number of tender] in response to the request for tenders made by: _____ [Name of Tenderer] do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of _____ [Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the Tenderer will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the quotation on behalf of the Tenderer;
4. For the purposes of this Certificate and the quotation, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
 - a) Has been requested to submit a tender in response to this registration tender;
 - b) Could potentially submit a tender in response to this registration tender based on their qualifications, abilities or experience;
5. The Tenderer discloses that [check one of the following, as applicable]:
 - a) The Tenderer has arrived at the tender independently from, and without consultation, communication, agreement or arrangement with, any competitor;
 - b) the Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for quotations, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
6. In particular, without limiting the generality of paragraphs(5)(a) or(5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - a) prices;
 - b) methods, factors or formulas used to calculate prices;
 - c) the intention or decision to submit, or not to submit, the tender;
7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph(5)(b) above;
8. The terms of the tender have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official quotation opening, or of the awarding of the Contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph(5)(b) above.

Name Title _____

Date [Name, title and signature of authorized agent of Tenderer and Date]

FORM 3: SELF-DECLARATIONFORM

We, the Tenderer _____(insert name) submitting our tender in respect of registration tender No for _____(insert registration tender Title Description) for (insert Name of Procuring Entity) **DECLARE AS FOLLOWS:**

That, We the Tenderer including any entity or individual that directly or indirectly controls, is controlled by or is under common control with us, and any subcontractors, suppliers, project managers, consultants, manufacturers, service providers, agents, individuals, or any other party involved or to be involved for any part of the processes of procurement and contract execution related to the above tender:

a) have not engaged/will not engage in any corrupt or fraudulent practices in the processes of procurement and contract execution related to the above tender as defined and/or described in the following:

i) the registration tender for the above tender; ii)

Kenya'sPublicProcurementandAssetDisposalAct,2015) and its attendant Regulations;

iii) Kenya'sAnti-CorruptionandEconomicCrimesAct,2013; and iv) Any such other Acts or Regulations of Government of Kenya;

b) Have not offered/will not offer any inducement to any member of the board, management, staff and/or employees and/or agents of..... (Name of THE KENYA SCHOOL OF LAW);

c) Have not engaged/ will not engage in any collusive or corrosive practice with other tenderers participating in the subject tender;

d) have not been sanctioned or debarred by any entity from participation in public procurement proceedings of Kenya.

That, what is deponed to herein above is true to the best of our knowledge, information and belief.

Name of the Tenderer..... [Insert complete name of tenderer signing the tender]

Name of the person duly authorized to sign the tender on behalf of the Tenderer: [Insert complete name of person duly authorized to sign the tender]

Title of the person signing the Tender..... [Insert complete title of the person signing the tender]

Signature of the person named above[Insert signature of person whose name and capacity are shown above]

FORM 4: LETTER OF REGISTRATION

Registration Category Ref No.....

To The Director/Chief Executive Officer,

P.O. Box 30369– 00100, NAIROBI

Dear Sir,

1. Having examined the application documents including Addenda Nos..... of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver to The Kenya school of Law and as may otherwise be directed, (Category). And conformity with the said application documents all or part of the items/services in this category or such other items that may be required and are within our capability to supply.

2. We undertake if our application is acceptable to deliver goods/services with accordance with the delivery schedule in the schedule of requirement or official order signed by authorized officer(s) of the school.

3. We agree to abide by this application for the period of processing the applications and prepared and executed, this application together with written acceptance thereof shall constitute a binding agreement between us.

4. We understand: -

- a) That this is not a tender or quotation but an application for consideration to be registered as The Kenya School of Law’s suppliers for goods/services included or related to this category during the period of two (2) years.
- b) That you are not bound to accept this application or any that you may receive.

5. We have attached to this letter are copies of original documents of:

- a) Valid Certificate of Incorporation/Business Registration
- b) PIN Certificate
- c) Certificate of registration (AGPO Certificate) (where applicable) of youth, women & PWD owned enterprises issued by the National Treasury/Other (Attach copy)
- d) Valid Tax Compliance Certificate
- e) Current form CR12 (for companies) and identity documents (National ID’s or Passports) for the directors/proprietor (Copy)
- f) Duly filled, signed and stamped Disclosure of Interest Form
- g) Duly filled, signed and stamped Certificate of Independent Tender Determination Form
- h) Duly filled, signed and stamped Self-Declaration Form
- i) Duly filled, signed and stamped Letter of Registration
- j) Duly filled, signed and stamped Confidential Business Questionnaire

6. We make this application with the full understanding that;

- a) Bids by registered applicants will be subject to verification of all information submitted.
- b) The Kenya School of Law reserves the right to accept or reject any application, cancel theregistration process and reject all applications.
- c) Request for quotations and bids will only be called from registered bidders who meet the requirements.

The undersigned declare that the statement made and the information provided in the duly completed application are complete, true and correct in every detail.

Sign and stamp.....

In the presence of: Name..... **Sign**

Designation**Date**

FORM 5: TENDERER'S ELIGIBILITY - CONFIDENTIAL BUSINESS QUESTIONNAIRE

Instruction to Tenderer

Tender is instructed to complete the particulars required in this Form. Tenderer is further reminded that it is an offence to give false information on this Form.

Tenderer's Details

	ITEM	DESCRIPTION
1	Name of the Procuring Entity	
2	Reference Number of the Tender	
3	Name of the Tenderer	
4	Date and Time of Tender Opening	
5	Full address and Contact Details of the Tenderer	Country City Location Building Floor Postal Address Name of Contact Person Email of Contact Person
6	Current Trade License Registration Number and Expiring Date	
7	Name, Country and Full Address (<i>postal and physical addresses, email and telephone number</i>) of registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of Business which the Tenderer handles	
10	State if Tenders Company is listed in stock exchange, give full name and full address (<i>postal and physical address, email and telephone number</i>) of state which stock exchange	

General and Specific Details

a) **Sole Proprietor**, provide the following

details. Name in full _____

Age _____

Nationality _____

Country of Origin _____

Citizenship _____

b) **Partnership**, provide the following details.

	Name of Partners	Nationality	Citizenship	% Owned	Shares
1					
2					
3					
4					
5					
6					
7					
8					

c) **Registered Company**, provide the following details.

i) Private or public Company _____ ii) State the nominal and issued capital of the Company-

Nominal Kenya Shillings (Equivalent)

Issued Kenya Shillings (Equivalent)

iii) Give details of Directors as follows

	Name of Directors	Nationality	Citizenship	% Owned	Shares
1					
2					
3					
4					
5					
6					
7					
8					

SECTION III- QUALIFICATION CRITERIA AND REQUIREMENTS

1. This section contains all the methods, criteria, and requirements that the Procuring Entity shall use to evaluate Applications, all in one Form “Eligibility and Qualification Criteria”. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the Form.

(a) REQUIREMENTS FOR REGISTRATION OF SUPPLIERS FOR FYs 2024-2026

No.	Category Reference No.	Category Name	Eligibility	Preferred category
	A-SUPPLY OF GOODS			
1.	KSL/ REG/01/2024 – 2026	Supply and delivery of Perishable Foodstuffs; Fresh Vegetables and fruits	Reserved Groups	
2.	KSL/ REG/02/2024 – 2026	Supply and delivery of cereals and dry food stuff	Reserved Groups	
3.	KSL/ REG/03/2024 – 2026	Supply and delivery of Milk and Dairy Products	Reserved Groups	
4.	KSL/ REG/04/2024 – 2026	Supply and delivery of Meat Products, Eggs, Fish and Chicken	Reserved Groups	
5.	KSL/REG/05/2024 – 2026	Supply and delivery of club drinks(beers, wines ,spirits etc)	Open	
6.	KSL/ REG/06/2024 – 2026	Supply and delivery of bulk LPG Gas,50kg cylinder e.t.c	Open	
7.	KSL/ REG/07/2024 – 2026	Supply and delivery of 18.9L bottled water &500 ml Bottled Mineral Water	Open	
8.	KSL/ REG/08/2024 – 2026	Supply and delivery of Soft Drinks, soda and packed juices,	Open	
9.	KSL/ REG/09/2024 – 2026	Supply of water(10,000 litres bowser)	Open	

10.	KSL/ REG/09/2024 – 2026	Supply and delivery of hospitality equipment i.e. cutlery, crockery, kitchen appliances and Non-food items	Open	
11.	KSL/ REG/10/2024 – 2026	Supply and delivery of computers, scanners, printers and related devices	Open	
12.	KSL/ REG/11/2024 – 2026	Supply and delivery of computer hardware and software	Open	
13.	KSL/ REG/12/2024 – 2026	Supply and delivery of motor vehicle tyres, tubes and batteries country wide	Open	
14.	KSL/ REG/13/2024 – 2026	Supply and delivery of assorted building/hardware materials	Open	
15.	KSL/ REG/14/2024 – 2026	Supply and delivery of assorted electrical Items and fittings	Open	
16.	KSL/ REG/15/2024 – 2026	Supply and delivery of Office and Student Furniture	Open	
17.	KSL/ REG/16/2024 – 2026	Printing and publication of newsletters, brochures, diaries & calendars, examination Booklets, & branding and promotional materials	Reserved Groups	
18.	KSL/REG/17/2024 – 2026	Supply and delivery of graphic design and printing services	Open	
19.	KSL/ REG/18/2024 – 2026	Supply and delivery of General Office Stationery and computer consumables	Reserved Groups	
20.	KSL/ REG/19/2024 – 2026	Supply of airtime (Safaricom,Airtel and Telkom)	Reserved Groups	
21.	KSL/ REG/20/2024 – 2026	Supply and delivery of Staff Uniform, Protective Clothing, Footwear & bed linen	Reserved Groups	
22.	KSL/ REG/21/2024 – 2026	Supply of office refurbishment and furnishing e.g curtains, wall pictures, blinds and curtains	Open	
23.	KSL/ REG/22/2024 – 2026	Supply, Delivery, Installation, Commissioning & Maintenance of Telecommunication equipment, PABX Systems and related equipment	Open	
24.	KSL/ REG/23/2024 – 2026	Supply and delivery of Toners and Cartridges	Reserved Groups	

25.	KSL/ REG/24/2024 – 2026	Supply and delivery of Cleaning Materials, Detergents, Disinfectants & soaps	Reserved Groups	
26.	KSL/ REG/25/2024 – 2026	Supply of swimming pool Chemicals	Open	
27.	KSL/ REG/26/2024 – 2026	Supply of laundry detergents	Open	
28.	KSL/ REG/27/2024 – 2026	Supply and fittings of office curtains, sheers, blinds and wall papers	Reserved Groups	
29.	KSL/ REG/28/2024 – 2026	Supply of electronic and Telecommunication equipment (camera, TVs, Telephone heads and mobile phones etc.	Open	
30.	KSL/ REG/29/2024 – 2026	Supply and installation of solar equipment	Open	
31.	KSL/REG/30/2024 – 2026	Supply, delivery and fitting of speed limiters(Governors) and recorder providers	Open	
32.	KSL/REG/31/2024 – 2026	Supply and Delivery of Networking Materials & Equipment		
33.	KSL/ REG/32/2024 – 2026	Supply of Newspapers and Periodicals	Open	
34.	KSL/ REG/33/2024 – 2026	Supply and delivery of Library Books and other publications	Open	
35.	KSL/ REG/34/2024 – 2026	Supply of clean piped water	Open	
B -PROVISION OF SERVICES				
36.	KSL/ REG/35/2024 – 2026	Provision of valuation &Estate Agency Services (Attach valid practicing Certificate)	Open	
37.	KSL/ REG/36/2024 – 2026	Provision of Legal Services Valid membership of Professional Body (LSK)	Open	
38.	KSL/ REG/37/2024 – 2026	Provision of event organizing services(including Dome Tents Chairs, Tables, Public Address systems, decorations and related items)	Reserved Groups	
39.	KSL/ REG/38/2024 – 2026	Repair, maintenance and servicing of kitchen machines and equipment's (Refrigerators, Freezers, Gas & other Related Items)	Open	

40.	KSL/ REG/39/2024 – 2026	Repair & Maintenance of Motor Vehicles Country wide	Open	
41.	KSL/ REG/40/2024 – 2026	Provision of Air Travel Services (IATA / KATA registered firm only)	Reserved Groups	
42.	KSL/ REG/41/2024 – 2026	Provision of Pest Control and Fumigation Services	Reserved Groups	
43.	KSL/ REG/42/2024 – 2026	Provision of Insurance Services (Attach Registration/Valid License by Insurance Regulatory Authority (IRA) Membership of Association of Insurance Brokers (AIB))	Open	
44.	KSL/ REG/43/2024 – 2026	Repairs and maintenance of office furniture and fittings	Reserved Groups	
45.	KSL/ REG/44/2024 – 2026	Provision of maintenance services for firefighting equipment	Open	
46.	KSL/ REG/45/2024 – 2026	Provision of repair and maintenance services for backup diesel generators	Open	
47.	KSL/ REG/46/2024 – 2026	Provision of various small works including repair & maintenance of buildings, carpentry, masonry, electrical & plumbing services and general Civil Works) (Attach NCA certificate)	Open	
48.	KSL/ REG/47/2024 – 2026	Provision of auctioneering services (Registered firms with valid practicing certificate / Valid license by the Auctioneers Licensing Board)	Open	
49.	KSL/ REG/48/2024 – 2026	Provision of garbage collection	Reserved Group	
50.	KSL/ REG/49/2024 – 2026	Provision of sewage exhaustion services	Open	
51.	KSL/ REG/50/2024 – 2026	Provision of repair and maintenance services for Air conditioning	Open	
52.	KSL/ REG/51/2024 – 2026	Provision of maintenance and servicing of borehole services	Open	
53.	KSL/REG/52/2024 – 2026	Provision of Team building facilitation services	Open	
54.	KSL/REG/53/2024 – 2026	Provision of transport services (taxis, buses ,minibus)	Open	
55.	KSL/REG/54/2024 – 2026	Provision of plumbing works services	Open	
56.	KSL/ REG/55/2024 – 2026	Provision of electrical works services	Open	Page 12 of 17
57.	KSL / REG/56/2024 – 2026	Provision of Maintenance of swimming pool	Open	

58.	KSL/REG/057/2024 – 2026	Supply and maintenance of gym and sport equipment	Open	
59.	KSL/REG/058/2024 – 2026	Provision for services in marketing, advertising, media, branding, publication and consumer survey	Open	
60.	KSL/REG/059/2024 – 2026	Provision of services in Communications - Brand survey, Voice Over services, Documentary, Film and Scripting services, Media services, Translation services, Bulky Sms services, Corporate Communication Strategy	Open	
61.	KSL/REG/060/2024 – 2026	Provision of Hotels, Conference and Accommodation Services in Nairobi, Mombasa, Nakuru, Naivasha, Machakos and Kisumu	Open	
62.	KSL/REG/061/2024 – 2026	Provision of Office Refurbishment and Furnishings e.g. Curtains and carpets	Open	
63.	KSL/REG/062/2024 – 2026	Provision of entertainment services (Dj's Bands, photography and video, documentaries ,live streaming online coverage Musicians, MC's, Dancers etc.)	Reserved Group	
64.	KSL/REG/063/2024 – 2026	Provision of sewage Exhaustion services	Open	
65.	KSL/REG/064/2024 – 2026	Provision of Asset marking/tracking of asset system(Attach Valid License from Institution of Surveyors and Valuers)	Open	
66.	KSL/REG/065/2024 – 2026	Provision of Office Repairs, Maintenance and Renovations	Open	
67.	KSL/REG/066/2024 – 2026	Provision of Catering services	Open	
68.	KSL/REG/067/2024 – 2026	Repair and servicing of Laundry equipment	Open	
69.	KSL/REG/68/2024 – 2026	Repair and maintenance of lawn mowers	Open	
70.	KSL/REG/69/2024 – 2026	Provision of car Tracking and fleet management services	Open	
71.	KSL/REG/70/2024 – 2026	Provision of consultancies for governance Audits, Training & corporate secretarial	Open	Page 12 of 17

72.	KSL/REG/71/2024 – 2026	Provision of consultancy services on Legislative Drafting e.g policies, bills & related	Open	
73.	KSL/REG/72/2024 – 2026	Provision of Quality Assessment of internal Audit Function Consultancies	Open	
74.	KSL/REG/73/2024 – 2026	Provision of consultancy services for feasibility study	Open	
75.	KSL/REG/74/2024 – 2026	Provision of Human Resource consultancy services, training and capacity building attach valid practicing certificate in area of expertise	Open	
76.	KSL/REG/75/2024 – 2026	Provision of consultancy services for ICT, ICT Risk and ICT security Audit services	Open	
77.	KSL/REG/76/2024 – 2026	Provision of research consultancy services customer satisfaction, employees satisfaction, work survey services, corruption perception survey	Open	

Request For Review

FORM FOR REVIEW (r.203 (1))

PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....of.....20.....

BETWEEN

..... APPLICANT

AND

..... RESPONDENT (Procuring Entity)

Request for review of the decision of the..... (Name of the Procuring Entity of dated the...day of20.....in the matter of Tender No.....of20..... for (Tender description).

REQUEST FOR REVIEW I/We... ..,the above named Applicant(s), of address: Physical address.....P. O. Box No..... Tel. No.....Email..... , hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds, namely:

- 1.
- 2.

By this memorandum, the Applicant requests the Board for an order/orders that: 1.

- 2.

SIGNED (Applicant) Dated on.....day of/...20.....

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on.... day of20.....

SIGNED

Board Secretary