

## SUPPLIER PREQUALIFICATION NOTICE 2023/2025

Bank of Africa – Kenya Limited is incorporated in Kenya and is licensed to do the business of banking under the banking act. The bank invites applications from interested, competent and eligible firms for pre-qualification for the under listed categories of goods, services and works for the period 2023 -2025.

| CATEGORY CODE                           | CATEGORY DESCRIPTION   |
|---|--|
| <b>SECTION A: SUPPLY OF GOODS</b>       |  |
| BOA/2023-2024/001                       | Supply of printed stationery   |
| BOA/2023-2024/002                       | Supply of rubber stamps and company seals  |
| BOA/2023-2024/003                       | Supply of non-printed stationery   |
| BOA/2023-2024/004                       | Supply of ATM and transaction receipt printer stationery (preprinted receipt rolls & other stationery)                           |
| BOA/2023-2024/005                       | Supply of newspapers, periodicals and magazines  |
| BOA/2023-2024/006                       | Supply of milk (fresh and long life)   |
| BOA/2023-2024/007                       | Supply of staff ID cards accessories - branded lanyards, staff ID card holders, blank printable RFID cards, blank non-RFID print |
| BOA/2023-2024/008                       | Supply of asset tagging bar codes and provision of tagging services  |
| BOA/2023-2024/009                       | Supply of computers hardware, printers, laptops, cameras and other computer accessories  |
| BOA/2023-2024/010                       | Supply of computer software and licenses (Gold Partners and above) e.g. Microsoft office   |
| BOA/2023-2024/011                       | Supply of branded promotional materials (mail bags, branded t-shirts etc.)   |
| BOA/2023-2024/012                       | Supply, installation and maintenance of signage and branding   |
| BOA/2023-2024/013                       | Supply of furniture, fittings and furnishings  |
| BOA/2023-2024/014                       | Supply of computer network hardware equipment  |
| BOA/2023-2024/015                       | Supply of toners and computer consumables  |
| BOA/2023-2024/016                       | Supply of drinking water and water dispensers  |
| BOA/2023-2024/017                       | Supply and maintenance of access control systems   |
| BOA/2023-2024/018                       | Supply and maintenance of firefighting equipment and fire suppression systems  |
| BOA/2023-2024/019                       | Supply and maintenance of generators   |
| BOA/2023-2024/020                       | Supply and maintenance of power back-up systems ups, and power stabilizers   |
| BOA/2023-2024/021                       | Supply and maintenance of potted plants and flowers  |
| BOA/2023-2024/022                       | Supply and maintenance of telecommunication equipment (routers, PBAX etc.)   |
| BOA/2023-2024/023                       | Supply, installation and maintenance of ATM machines   |
| BOA/2023-2024/024                       | Supply and maintenance of safes, fire resistant cabinets and strong room doors.  |
| BOA/2023-2024/025                       | Supply of note and coin counters, fake note detectors/UV lights and shredders  |
| BOA/2023-2024/026                       | Supply of seals, paper bags, bags for cash-in-transit, canvas mail bags with metallic D-locks and repair of canvas mail bags     |
| BOA/2023-2024/027                       | Supply of queue leads and queue management systems   |
| BOA/2023-2024/028                       | Supply, installation and maintenance of lifts and elevators  |
| BOA/2023-2024/029                       | Supply of LPG, fuel cards and motor vehicle fuel (petrol & diesel)   |
| BOA/2023-2024/030                       | Supply of personal protective equipment (i.e N95 masks)  |
| <b>SECTION B: PROVISION OF SERVICES</b> |  |
| BOA/2023-2024/031                       | Provision of major building construction works   |
| BOA/2023-2024/032                       | Provision of major drainage and plumbing works   |
| BOA/2023-2024/033                       | Provision of structured cabling works  |
| BOA/2023-2024/034                       | Provision of internet services - fibre, wireless and data links  |
| BOA/2023-2024/035                       | Provision of major electrical installation, repair and maintenance works   |
| BOA/2023-2024/036                       | Provision of minor construction works, repairs and partitioning  |
| BOA/2023-2024/037                       | Provision and maintenance of AC and mechanical ventilation system  |
| BOA/2023-2024/038                       | Provision of minor repair works i.e. Furniture; electrical   |
| BOA/2023-2024/039                       | Provision of architects and interior designers   |
| BOA/2023-2024/040                       | Provision of mechanical engineering consultancy services   |
| BOA/2023-2024/041                       | Provision of electrical engineering consultancy services   |
| BOA/2023-2024/042                       | Provision of civil structural engineers - consortium   |
| BOA/2023-2024/043                       | Provision of quantity surveyor (QS) services   |
| BOA/2023-2024/044                       | Provision of auctioneering and repossession services   |

| CATEGORY CODE     | CATEGORY DESCRIPTION   |
|-------------------|--|
| BOA/2023-2024/045 | Provision of debt collection services  |
| BOA/2023-2024/046 | Provision of office cleaning and sanitary services   |
| BOA/2023-2024/047 | Provision of communication services (advertising, event management, PR, digital marketing, experiential marketing services, roadshows, merchandising, direct marketing, activations, |
| BOA/2023-2024/048 | Provision of air travel agency services (IATA registered)  |
| BOA/2023-2024/049 | Provision of leased printers and copiers   |
| BOA/2023-2024/050 | Provision of vehicle valuation services  |
| BOA/2023-2024/051 | Provision of land valuation services   |
| BOA/2023-2024/052 | Provision of car hire services including taxis, buses and mini buses   |
| BOA/2023-2024/053 | Provision of international and local courier services  |
| BOA/2023-2024/054 | Provision of professional relocation of household items for staff services   |
| BOA/2023-2024/055 | Provision of security guard services   |
| BOA/2023-2024/056 | Provision of security documents printing services e.g cheque books   |
| BOA/2023-2024/057 | Provision of cash-in-transit and offsite ATM management services   |
| BOA/2023-2024/058 | Provision of services for lease and maintenance of intruder alarm system   |
| BOA/2023-2024/059 | Provision of services for lease and maintenance of CCTV system   |
| BOA/2023-2024/060 | Provision of garage for repair and maintenance of bank vehicles  |
| BOA/2023-2024/061 | Provision of fumigation and pest control services  |
| BOA/2023-2024/062 | Provision of software solution (FinTech)   |
| BOA/2023-2024/063 | Provision of networks maintenance  |
| BOA/2023-2024/064 | Provision of IT consultancy services   |
| BOA/2023-2024/065 | Provision of hardware equipment maintenance  |
| BOA/2023-2024/066 | Provision of HR training services  |
| BOA/2023-2024/067 | Provision of recruitment services  |
| BOA/2023-2024/068 | Provision of HR consultancy services   |
| BOA/2023-2024/069 | Provision of catering services   |
| BOA/2023-2024/070 | Provision of car tracking services   |
| BOA/2023-2024/071 | Provision of photography and videography services  |
| BOA/2023-2024/072 | Provision of legal services  |
| BOA/2023-2024/073 | Provision of hotel accommodation services  |
| BOA/2023-2024/074 | Provision of outsourced general investigative services, security training and due diligence  |
| BOA/2023-2024/075 | Provision of estate agency services (rent collection and letting)  |
| BOA/2023-2024/076 | Provision of insurance brokerage services  |
| BOA/2023-2024/077 | Provision of insurance services (underwriters only)  |
| BOA/2023-2024/078 | Provision of OSHA audit services   |
| BOA/2023-2024/079 | Provision of energy audit services   |
| BOA/2023-2024/080 | Provisions of customer service survey services   |
| BOA/2023-2024/081 | Provision of data line services  |
| BOA/2023-2024/082 | Provision of translation services  |
| BOA/2023-2024/083 | Provision of disposal of electronic waste services (Computer hardware, software & telephone equipment)   |
| BOA/2023-2024/084 | Provision of vehicle storage   |
| BOA/2023-2024/085 | Provision of payroll services  |
| BOA/2023-2024/086 | Provision of garbage disposal services   |
| BOA/2023-2024/087 | Provision of document disposal services  |
| BOA/2023-2024/088 | Provision of website maintenance services  |
| BOA/2023-2024/089 | Provision of crime scene management and forensic investigation/ skip tracing services (private investigation)  |
| BOA/2023-2024/090 | Provision of archiving services  |
| BOA/2023-2024/091 | Provision bulk SMS services  |
| BOA/2023-2024/092 | Provision of market research services  |
| BOA/2023-2024/093 | Provision of credit referencing services   |
| BOA/2023-2024/094 | Provision of professional advisory and consultancy services e.g. Financial, Risk, Management, Human capital, Technology etc  |
| BOA/2023-2024/095 | Provision of tax and regulatory services (Invites Only)  |
| BOA/2023-2024/096 | Provision of disinfection services   |
| BOA/2023-2024/097 | Provision of business review/ restructuring and advisory services  |
| BOA/2023-2024/098 | Provision of administration/receivership/ liquidation/insolvency practitioners   |

The supplier prequalification exercise will be conducted online via:



Tendersure™ platform is secure, transparent and provides an efficient prequalification process. Interested suppliers may access and register on [www.tendersure.co.ke](http://www.tendersure.co.ke) under the "Available Jobs" tab. Access to the prequalification will be granted upon payment of a nonrefundable fee of **KE\$ 3,000.00** per category. All payments will be made via an online payment platform during the application process. Available payment methods include M-PESA, Visa Card and MasterCard amongst others. **The online prequalification exercise closes on Friday 14th July 2023 at 10pm EAT.**

In case of any inquiry kindly contact us at [help@tendersure.co.ke](mailto:help@tendersure.co.ke) or +254 709 557 000.

**All existing suppliers are required to participate alongside prospective suppliers in order to be evaluated and considered. All participants who duly complete the prequalification process online will be notified of the outcome.**

*Prequalification is not a guarantee for business opportunity, bidders will be invited to submit their quotations on need basis based on the opportunities available. Bank of Africa reserves the right to accept or reject any bid in whole or in part at its discretion.*

**Bank of Africa is licensed and regulated by the Central Bank of Kenya (CBK).**