

REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR THE FINANCIAL YEARS 2020/2021-2022/2023 & ANNUAL TENDERS FOR THE FINANCIAL YEAR 2020-2021

The Anti-Counterfeit Authority is a State Corporation under the Ministry of Industrialization, Trade and Enterprise Development. The Authority is committed to providing high quality services by prohibiting counterfeiting through the promotion and Enforcement of intellectual property rights to achieve the vision of a counterfeit-free Kenya.

The Authority invites eligible and interested bidders to apply for registration for supply of various goods, works and services for the Financial Years 2020/2021-2022/2023 and Annual Tenders for Financial Year 2020-2021.

CATEGORY NO.	CATEGORY NAME	TARGET GROUP
A. Provision of Goods		
ACA/PQS/001/2020/2023	Supply of general office stationery and supplies	YW&PWD
ACA/PQS/002/2020/2023	Supply of office furniture, furnishings and fittings	Open
ACA/PQS/003/2020/2023	Supply of laptops, Desktops, Tablets, Mobile Phones, printers, projectors, photocopiers, UPS and consumables/associated supplies.	Open
ACA/PQS/004/2020/2023	Supply and Maintenance of computer software and licenses.	Open
ACA/PQS/005/2020/2023	Supply of telephone/telecommunication equipment.	Open
ACA/PQS/006/2020/2023	Supply of motor vehicle tyres, tubes, batteries, spare parts and other motor vehicle accessories.	Open
ACA/PQS/007/2020/2023	Supply of safety clothing, shoes and other accessories.	YW&PWD
ACA/PQS/008/2020/2023	Design and printing of office stationery & reports.	YW&PWD
ACA/PQS/009/2020/2023	Design and printing of branded promotional materials (Brochures,Banners,Flies,T-shirts,Caps etc)	YW&PWD
ACA/PQS/010/2020/2023	Supply, Installation and maintenance of servers, Network Equipment & Structured Cabling (LAN,WAN etc)	Open
ACA/PQS/011/2020/2023	Supply, installation, commissioning and maintenance of access control system, CCTVs and alarm systems.	Open
ACA/PQS/012/2020/2023	Design and supply of Corporate wear.	Open
ACA/PQS/013/2020/2023	Supply and maintenance of General office equipment.	YW&PWD
ACA/PQS/014/2020/2023	Supply, installation, commissioning and maintenance of fire extinguishers, fire suppression system, smoke detectors, first aid kits and accessories.	Open
ACA/PQS/015/2020/2023	Supply, installation, commissioning and maintenance of Audio visual equipment.	Open
B. Provision of Services/Works		
ACA/PQS/016/2020/2023	Repair and maintenance of motor vehicles.	Open
ACA/PQS/017/2020/2023	Repair and maintenance of office furniture and fittings.	YW&PWD
ACA/PQS/018/2020/2023	Provision of air ticketing services (IATA registered)	Open
ACA/PQS/019/2020/2023	Provision of small works services (MOPW registered)	Open
ACA/PQS/020/2020/2023	Supply and maintenance of air conditioners (Mombasa , Nairobi, Kisumu, Eldoret)	Open
ACA/PQS/021/2020/2023	Repair and maintenance of laptops, Desktops, Tablets, Mobile Phones, printers, projectors, photocopiers, UPS and associated ICT Accessories.	Open
ACA/PQS/022/2020/2023	Provision of transportation, car hire and taxi services.	Open
ACA/PQS/023/2020/2023	Provision of professional services in photography and Videography.	Open
ACA/PQS/024/2020/2023	Provision of Entertainment services(DJs,Bands,Musicians,Theatre groups etc)	YW&PWD
ACA/PQS/025/2020/2023	Provision of legal services	Open
ACA/PQS/026/2020/2023	Provision of valuation services	Open
ACA/PQS/027/2020/2023	Provision of public relations & media management services	Open
ACA/PQS/028/2020/2023	Provision of events management services(decorative services, interior design etc)	Open
C. Professional Consultants Database		
ACA/PQS/029/2020/2023	Provision of research consultancy services	Open
ACA/PQS/030/2020/2023	Provision of Human Resource consultancy(recruitment, training, team building services etc)	Open
D. Annual tenders		
ACA/AT/001/2020/2021	Provision of car wash services	Open
ACA/AT/002/2020/2021	Provision of catering services	YW&PWD
ACA/AT/003/2020/2021	Provision of internet services	Open

Note:-

- All Pre-Qualification and tender documents shall be downloaded from our website www.aca.go.ke for free or may be obtained from the Procurement office during normal working hours upon payment of a non-refundable fee of Kshs. 1,000/=.
- Submission should be serialized i.e. with page numbers and must contain copies of Mandatory statutory documents among other requirements.
- Duly completed Pre-qualification and tender documents shall be sealed in a plain envelope, clearly marked with the Prequalification/tender category number and name. The envelopes should also bear a return address of the potential supplier and shall be deposited at the respective tender box or prequalification box at the reception of the Anti-Counterfeit Authority offices located at National Water Plaza, 3rd floor, along Dunga Road so as to reach the Authority on or before Wednesday the 27th May, 2020 at 10:00am.
Tender documents submitted after the said date and time shall not be accepted for evaluation irrespective of the circumstances.
- Due to the current pandemic situation in the Country, the received tender documents shall remain in the sealed tender boxes for a quarantine period of 14 days. Opening of the tender documents will be done immediately thereafter in the ACA boardroom in the presence of bidders and /or their representative who choose to attend. To limit the number of bidders witnessing the exercise, the tenders shall be opened on different days as follows:

ACA/AT/001/2020/2021	Provision of car wash services	11th June 2020
ACA/AT/002/2020/2021	Provision of catering services	12th June 2020
ACA/AT/003/2020/2021	Provision of internet services	15th June 2020

During the bid opening, the Authority will ensure social distance is observed, screening of attendees and provision of sanitary facilities. Firms that are in the current list of suppliers and those that have submitted their company profile or letters of introduction **MUST APPLY AFRESH** in order to determine their eligibility.

**Executive Director
Anti-Counterfeit Authority**