



PRE - QUALIFICATION OF SUPPLIERS FOR SUPPLY OF GOODS AND PROVISION OF SERVICES; 2024 – 2026

You are asked to provide pertinent information as provided in this form. Where space provided is inadequate, you may use a separate sheet of paper

Tender number

PART 1 COMPANY DETAILS

Company Business Name:

Location - Street

Building:

Postal Address:

P.O. Box Town Postal Code

Contact Person(s):

Telephone Number:

Fax Number:

Email Address:

PART 2 NATURE OF BUSINESS

(Tick as appropriate)

Manufacturing Company:

Distributor:

Agent:

Contractor/Service Provider:

Other: (Specify)

Year Established:

Number of employees/staff:

PART 3 Gross Turnover (Sales) Details

Current Year Estimate

Kshs:

Year 2023

Kshs:

Year 2022

Kshs:

Year 2021

Kshs:

PART 4 Major contracts during the last 2 years

DATE	PRODUCTS/SERVICES	ORGANIZATION

PART 5 Bank Details

BANK NAME	BRANCH	BANK ADDRESS

PART 6 REFERENCE LIST

Please list atleast 3 (references) preferably NGO's

Client References	Contact Person	Address

PART 7 TERMS OF PAYMENT

30 Days Credit

Others (Specify)

PART 8 ATTACHMENT

Please attach copies of the following:

1. Company profile including names of Directors
2. Certificate of Registration/Incorporation
3. VAT Registration Certificate
4. Tax Compliance Certificate/ETR Compliance
5. Company PIN Certificate
6. Current Trade License
7. Cert. or License for the practice (e.g. contactors)

DECLARATION

I/We have completed this form(s) accurately at the time of reply and it is agreed that all responses can be substantiated if requested to do so. ANY inaccuracy in the information filled herein will be used as ground for removal from or termination of the qualification process.

I/We confirm that I/We are not insolvent in receivership, bankrupt or being wound up. Our business activities have not been suspended and we are not the subject of legal proceedings for any of the foregoing.

I/We certify that the information given is correct.

Name: _____

Signature: _____

Title: _____

Date: _____

Company's Stamp/Seal

Witness

Name: _____

Signature: _____

Date: _____