



ADVERT FOR PRE-QUALIFICATION OF SUPPLIES 2018 - 2019

Established in 1984 in the UK, Islamic Relief Kenya (IRK) is an International NGO seeking to promote sustainable economic and social development by working with local communities through relief and development activities. We aim to help the needy regardless of race, religion or gender. IR started operations in Kenya in 1993 through a local CBO in Mandera District, Northern Kenya and currently operates in Wajir, Dadaab, Mandera and Kilifi. IRK's programs are aligned to respond to and comply with government developmental policies (such as Vision 2030), community focus, regional vision as well as sustainable development goals.

Islamic Relief Kenya intends to establish a database of qualified suppliers for supplies, works and services for the period 2018 - 2019. All interested and eligible suppliers are invited to apply for pre-qualification, indicating the category of goods, works or services. Existing suppliers who wish to be retained must reapply by submitting up to date information requested in the prequalification document.

Category 1: Supply of Goods		
No.	Ref	Category Description
1	IRK/PQQ/SG/001	Supply of Branded Visibility Materials
2	IRK/PQQ/SG/002	Supply of Communication Equipment (Satellite Phone, Radio Call, GPS, Vsat & Mobile Phones)
3	IRK/PQQ/SG/003	Supply of Computers, Printers/Photocopiers/Scanners & Consumables
4	IRK/PQQ/SG/004	Supply of Food Items (Rice, Vegetable Oil, Wheat Flour, Maize Flour, Beans, Dates & Sugar)
5	IRK/PQQ/SG/005	Supply of Non-Food Items (Blankets, Jerricans, Plastic Sheets, Mosquito Nets)
6	IRK/PQQ/SG/006	Supply of Hygiene and Sanitation Kits (Soap, Aqua Tabs, Tooth Brush, Nail Cutters, Sanitary Pads, JIK, Dettol Liquid, Hand sanitizer, Chlorine)
7	IRK/PQQ/SG/007	Supply and Installation of Borehole Equipment (Submersible Pump, Float Switch, Generator, Solar Panels)
8	IRK/PQQ/SG/008	Supply & Installation of Solar Equipment
9	IRK/PQQ/SG/009	Supply and installation of Pressed Square Tube Tanks
10	IRK/PQQ/SG/010	Supply of Office Equipment (Water Dispenser, Micro Wave, Cooker, Air Conditioner & Cooker)
11	IRK/PQQ/SG/011	Supply of Office Furniture, Fittings and Furnishing
12	IRK/PQQ/SG/012	Supply of Office Stationery
13	IRK/PQQ/SG/013	Supply of Pharmaceutical & Non-pharmaceutical Items
14	IRK/PQQ/SG/014	Supply of Non-pharmaceutical Items (Lab Reagents)
15	IRK/PQQ/SG/015	Supply of Motor Vehicle Fuel, Lubricants and Consumables
16	IRK/PQQ/SG/016	Supply of Motor Vehicles Tyres
17	IRK/PQQ/SG/017	Supply of Motor Vehicles Parts
18	IRK/PQQ/SG/018	Supply of Qurbani Animals(Goats & Sheep)

Category 2: Provision of Services		
No.	Ref	Category Description
1	IRK/PQQ/PS/001	Provision of Air Travel & Ticketing Service
2	IRK/PQQ/PS/002	Provision of Accommodation Services & Conference Services
3	IRK/PQQ/PS/003	Provision of Bore Drilling Services
4	IRK/PQQ/PS/004	Provision of Car Hire (Four wheel) i.e. in Garissa, Dadaab, Wajir, Mandera & Kilifi
5	IRK/PQQ/PS/005	Provision of Civil Works (Building & Animal Watering Troughs)
6	IRK/PQQ/PS/006	Provision of Consultancy Services for Data Analysis & Report Writing
7	IRK/PQQ/PS/007	Provision of Consultancy Services for Program Evaluation and Survey
8	IRK/PQQ/PS/008	Provision of Consultancy Services for Workshop & Training Facilitation
9	IRK/PQQ/PS/009	Provision of Geophysical Survey Services
10	IRK/PQQ/PS/010	Provision of General Security Services/CCTV Installation / Maintenance of Fire Fighting
11	IRK/PQQ/PS/011	Provision of Maintenance Service for Computers, Printers & Office Equipment
12	IRK/PQQ/PS/012	Provision of Maintenance Service for Motor Vehicles
13	IRK/PQQ/PS/013	Provision of Motor Vehicle Insurance Service
14	IRK/PQQ/PS/014	Provision of Photography/Video Production Services
15	IRK/PQQ/PS/015	Provision of Printing Services
16	IRK/PQQ/PS/016	Provision of Taxi Services
17	IRK/PQQ/PS/017	Provision of Transport (Nairobi to Dadaab, Wajir, Mandera and Kilifi)

Eligible candidates are encouraged to collect the supplier pre-qualification documents from the Procurement/Logistics office in Nairobi, Wajir and Mandera during office hours Monday to Friday from 9.00 Am to 4.00 Pm. The deadline for submission is by 4: 00pm on 28th November 2017. Any queries to be addressed to Procurement.irk@islamic-relief.or.ke or Tel +254 20 3861215 or +254 727 531220. Complete set of pre-qualification /Registration documents in plain sealed envelope clearly marked "Pre-qualification of Suppliers 2018/2019" should be addressed to:

Procurement Committee
Islamic Relief Kenya
Kirichwa Road off Ngong Road/Argwins Kodhek,
P.O BOX 417-00200, (KNH)
Nairobi, Kenya