



RURAL ELECTRIFICATION AND RENEWABLE ENERGY CORPORATION

CANCELLATION OF TENDER

Rural Electrification and Renewable Energy Corporation wishes to inform all bidders and interested bidders that the Tender No.1000000472 for procurement of a communication and public relations agency for REREC projects for two (2) years of which was advertised on 18th August 2020 has been cancelled

RE-ADVERTISEMENT

Rural Electrification and Renewable Energy Corporation re-advises the following tender and invites eligible bidders for the tenders below;

RFx No.	Tender Description	Opening & Closing date and time
1000000491	Provision of a communication agency for REREC – Framework contract for two years (Financial Year 20/21 – 21/22)	28 th October, 2020 @10.00 a.m.

1. Tender documents detailing the requirements may be viewed at REREC E- Procurement Web Portal found on the REREC website (www.rea.co.ke) beginning on **30th September, 2020**.
2. Bidders who are interested in bidding for this tender **MUST** ensure that they are registered in REREC SAP SRM system and have set up their page. Please ensure compliance to the following
 - a) Each company must have two user accounts; Admin Account and Employee Account. Ensure that the following roles are **NOT ASSIGNED** to the employee; Employee Administrator and Supplier Master Data manager.
 - b) Ensure that the admin account and employee account does not share same email address.
 - c) Ensure that the Employee user name is between 4 and 12 characters.
 - d) It is a Mandatory requirement that all Bid Documents/Responses be uploaded to the **COLLABORATION ROOM** in the link with **"RFx Response Number: Company Name"**. Bidders shall not attach their documents at any other Tab of the Portal. Attachments placed elsewhere in the portal shall be declared non-compliant and will not be evaluated.
 - e) Prices **MUST** be entered under item tab of the **RFx**. The prices entered here shall be similar to the prices in the price/BoQ Schedule and shall form part of the evaluation criteria.
 - f) For the purpose of this tender bidding, the employee account shall be used to submit your **RFx responses**. Bidders who require any form of assistance on the online bidding from our office should do so strictly seven days before tender opening date.
3. Completed Tenders are to be saved as **PDF documents** marked with the **Tender Number and Description** and submitted through the REREC E-Procurement Web Portal found on the REREC website (www.rea.co.ke) so as to be received on or before the dates in the schedule above.
4. Tenders will be opened electronically promptly thereafter in the presence of the Tenderer's or their representatives who choose to attend in REREC Procurement Office at Kawi House, Ground Floor.
5. Interested bidders are advised to visit the Corporation's website, homepage, Information Center, SAP SRM Document, SAP SRM Supplier User Guide for registration and creation of their portal and Supplier Bidding Quick Reference Guide for submitting their response.