

# RURAL ELECTRIFICATION & RENEWABLE ENERGY CORPORATION

(Formerly Rural Electrification Authority)



## INVITATION TO TENDER

1. The Rural Electrification and Renewable Energy Corporation invites tenders from interested firms to bid for the below RFXs

Rfx No.	Item Description	CLOSING & OPENING DATE
<b>1000000243</b>	Supply, Installation, Implementation, Configuration, Data Migration, Testing, Training, Commissioning, Maintenance And Support Of Electronic Board Management (E-Board)	<b>22.05.2019</b>

2. Tender documents detailing the requirements may be viewed at the E- Procurement Web Portal found on our website ([www.rea.co.ke](http://www.rea.co.ke)) beginning on **2nd May, 2019**.
3. Bidders who are interested in bidding for this tender MUST ensure that they are registered in our SAP SRM system and have set up their page. Please ensure compliance to the following:
  - 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
  - Ensure that the admin account and employee account does not share same email address
  - Ensure that the Employee user name is between 4 and 12 characters.
  - Ensure that all documents are uploaded to the Collaboration room in the link with **"RFX Response Number: Company Name"** therefore no responses shall be attached to the attachments, any such action shall be non-responsive.
4. 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 between **2nd May and 14th May, 2019**.
5. Completed Tenders are to be saved as PDF documents marked with the Tender Number and Description and submitted through the E-Procurement Web Portal found on our website ([www.rea.co.ke](http://www.rea.co.ke)) so as to be received on or before the dates in the schedule above.
6. Tenders will be opened electronically promptly thereafter in the presence of the Tenderer's or their representatives who choose to attend at the Procurement Office at Kawi House, Ground Floor.
7. There will be Pre-bid training to be held in South C, on the dates indicated below where bidders interested to bid for these tenders will be trained on the use of the Online Bidding Processes. Only bidders who are not comfortable with the bidding process are encouraged to attend. The Pre-bids will be held at Kawi House on **10th May, 2019**.

**CHIEF EXECUTIVE OFFICER**  
**RURAL ELECTRIFICATION AND RENEWABLE ENERGY CORPORATION**