



RURAL ELECTRIFICATION & RENEWABLE ENERGY CORPORATION

(Formerly Rural Electrification Authority)

INVITATION TO TENDER

1. The Rural Electrification & Renewable Energy Corporation invites tenders/Pre-Qualification from interested firms to bid for the below RFX:

RFX No.	ITEM DESCRIPTION	CLOSING DATE	TIME	PRE - BID TRAINING/ MEETING
RFX 1000000227	Retrofitting seven (14) boreholes with Solar PV Systems in Nyeri County	15.05.2019	10.00AM	30.04.2019

2. Tender/pre-Qualification documents detailing the requirements may be viewed at the E-Procurement Web Portal found on our website (www.rea.co.ke) beginning on **24th April, 2019**.
3. Bidders who are interested in bidding for these tenders **MUST** ensure that they are registered in the 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.

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 or clarification from our office should do so strictly between **30th April 2019** and **8th May, 2019**.

4. 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) so as to be received on or before the dates in the schedule above.
5. 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.
6. There will be a Pre-bid training/Meeting to be held at College of Insurance South C, on the **30th April, 2019 starting at 10:00a.m** 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.