



## INVITATION TO TENDER

1. **PROCURING ENTITY: Rural Electrification and Renewable Energy Corporation P.O Box 34585 – 00100 Nairobi**
2. **CONTRACT NAME AND DESCRIPTION: RFX 100000722: Supply and Delivery of Stationery.**
3. Tendering will be conducted under Restricted Tendering method using a standardized tender document. The tender is open to Youth and Women Only.
4. Qualified interested tenderers may obtain further information during office 8.00am-12.45pm to 1.45pm-4.00pm Monday to Friday at the address given below.
5. A complete set of tender documents may be viewed and downloaded by interested tenderers free of charge electronically from the Website [www.rerec.co.ke](http://www.rerec.co.ke) under tender documents or through the e-procurement portal using <https://suppliers.rea.co.ke:44300/irj/portal>
6. Only vendors/suppliers who are registered with REREC are allowed to participate.
7. All Tenders must be accompanied by a tender Security declaration form.
8. The Tenderer shall chronologically serialize all pages of the tender document submitted.
9. Completed tenders must be delivered to the address below on or before **7/1/2022 at 10.00am.**
10. Only Electronic Tenders will be permitted. Late tenders will not be submitted. Tenders will be opened immediately after the deadline date and time specified above or any dead line date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below and the results relayed electronically.
11. The addresses referred to above are:

**Address for obtaining further information on tender documents:** for hand Courier bid security Delivery to an office or Tender Box (Kawi Complex, Ground floor). Contact Manager, Supply chain management, telephone number: 0709193000 and e-mail address: [tenders@rerec.co.ke](mailto:tenders@rerec.co.ke)

**Address for Submission of Tenders:** Online Through <https://suppliers.rea.co.ke:44300/irj/portal>

**Address for Opening of Tenders.** SAP-SRM e-procurement

Designation: **Chief Executive Officer**