

COUNTY GOVERNMENT OF VIHIGA



**OFFICE OF DIRECTOR SUPPLY CHAIN
MANAGEMENT SERVICES**

SUPPLIER LISTING FORM

CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1 and either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business

You are advised that it is a serious offence to give false information on this form

Part 1 – General:

Business Name

.....

Location of business premises.

.....

Plot No..... Street/Road

Postal Address Tel No. Fax

E mail.....

Nature of Business

.....

Registration Certificate No.

Maximum value of business which you can handle at any one time – Kshs.

.....

Name of your bankers Branch

Account No..... IFMIS No.....

Part 2 (a) – Sole Proprietor

Your name in fullAge

Nationality Country of Origin

- Citizenship details

.....

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Part 2 (b) Partnership

Given details of partners as follows:

Name	Nationality	Citizenship Details	Shares
1.			
2.			
3.			

Part 2 (c) – Registered Company

Private or Public

State the nominal and issued capital of company-

Nominal Kshs.

Issued Kshs.

Given details of all directors as follows

Name	Nationality	Citizenship Details	Shares
1.			
2.			
3.			
4.			
5.			

Date Signature of Candidate

(If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.)

1. CERTIFICATE OF REGISTRATION.....
2. CATEGORY OF APPLICATION (AS PER ATTACHED).....
3. COMPANY AUDITED ACCOUNTS FOR THE LAST THREE YEARS
(ii) TAX
COMPLIANCE.....
4. REGISTRATION/ LICENCE WITH RELEVANT BODIES.....
5. PREFERENCES AND RESERVATION SCHEME (YAGPO CERTIFICATE).....
6. INDICATE WHETHER
 - I. CITIZEN CONTRACTOR/ SUPPLIER
 - II. RESIDENT SUPPLIER/ CONTRACTOR

***NB: (ALL FILLED DOCUMENTS TO BE SUBMITTED IN HARD COPY AT THE GOVERNOR'S OFFICE,
PROCUREMENT UNIT)***

FOR OFFICIAL USE ONLY

NAME OF OFFICER RECEIVING THE DOCUMENT

NAME.....SIGN.....DATE.....

OFFICERS WHO EVALUATED THE DOCUMENTS

NAME	SIGN	DATE
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- 1.
- 2.
- 3.

RECOMMEDATIONS OF EVALUATION.....
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APPROVAL BY HEAD OF SUPPLY CHAIN MANAGEMENT SERVICES

NAME.....SIGN.....DATE.....

CATEGORIES 2017/18

- 1) Supply and Delivery of general office Stationary
- 2) Supply and Delivery of motor vehicle Tyres, Tubes and Batteries
- 3) Supply and Delivery of staff uniforms and protective clothing
- 4) Supply and delivery of Hardware materials
- 5) Supply and delivery of local building materials
- 6) Supply and delivery of human drugs
- 7) Supply and delivery of PVC, GI pipes and fittings
- 8) Supply and delivery of Non-pharmaceuticals
- 9) Supply and delivery of laboratory reagents and Glassware
- 10) Supply and delivery of cleansing materials and detergents
- 11) Supply and delivery of farm inputs, herbicides and pesticides
- 12) Supply and delivery of printed accountable Taper proof Documents
- 13) Supply and delivery of food stuff
- 14) Supply and delivery of Fuel, oil and lubricants
- 15) Supply of Fresh Flowers
- 16) Supply and delivery for office furniture and fittings
- 17) Supply and delivery of newspaper and magazines
- 18) Supply and delivery of tree seedling
- 19) Supply and delivery of Computers, Laptops, printers Ups, Scanners and photocopiers
- 20) Supply and delivery of fresh cut flowers and maintenance of potted plants
- 21) Supply and delivery, installation and commissioning of green houses
- 22) Supply and delivery of medals, Honours, Artefacts, Trophies, Certificates and related items
- 23) Provision of repair and servicing of motor vehicles, motor vehicles, motorbikes Generators, plants motor Gardeners and Equipments
- 24) Provision of general insurance services
- 25) Provision of car hire and transportation services
- 26) Provision of installation and maintaining of street lighting services
- 27) Provision of civil and building contractors renovation works
- 28) Provision of routine maintenance of rural access roads
- 29) Provision of construction, rehabilitation of Dams, Boreholes, Dips, water springs and Drainage facilities
- 30) Provision of servicing and supply of spare parts for equipments and plants
- 31) Provision of repair and services of office equipments, Computer services and printers
- 32) Provision of catering and related services
- 33) Provision of installation of firefighting equipment
- 34) Provision of computers hardware, software and accessories

- 35) Provision of county sewage system and lagoons
- 36) Provision of cleaning services
- 37) Provision of landscaping services
- 38) Provision of legal services
- 39) Provision of consultancy services on environmental impact assessment
- 40) Provision of travel agency and air ticketing services
- 41) Provision of consultancy services for feasibility studies and baseline surveys
- 42) Provision of valuation services
- 43) Provision of hotel accommodation and seminar facilities
- 44) Provision of repair and servicing of computers, printers and photocopiers
- 45) Provision of training capacity building and team building service
- 46) Provision of building and civil works consultancy services
- 47) Provision of security guarding services
- 48) Provision of garbage collection services
- 49) Provision of branding services, printing of caps, T-shirts, banners etc
- 50) Provision of sanitary services
- 51) Provision of architectural and interior design services
- 52) Supply and delivery of CCTV system, digital recording system and PABX equipment.