



National Government Constituencies Development Fund Board
Moiben constituency
P.O Box 9872-30100
OFF ELDORET -ITEN ROAD NEXT TO AINAPTICH POLICE STATION
Eldoret, Kenya
Tel: 0726-961-485
Email: cdfmoiben@ngcdf.go.ke | Website: www.ngcdf.go.ke

DATE: 7th August, 2023

TENDER INVITATION NOTICE

TENDER NO: NG-CDF/MOIB/02/STRGPLAN/2023-2024

The Moiben National Government Constituency Development Fund wishes to invite interested and competent bidders from reputable firms to participate in **Provision of Consultancy Services for Development of a five year Strategic Plan for Moiben Constituency** that will include, preparation/ compilation of detailed information, printing and launching. Bidders must attach the following documents:

1. A copy of Valid KRA PIN Registration Certificate
2. A copy of Valid Tax Compliance Certificate for the Firm
3. A copy of Certificate of Incorporation
4. A Detailed Company/ Business profile
5. A Detailed budget with plan of activities
6. Evidence of similar works done for the last 3 years
7. C.V and proof of qualifications of staff (post graduate degree in strategic management, project management and bachelor's degree in business administration, human resource management, finance, economics or any other related relevant field indicated in the proposal)

N/B: all submitted bids must be serialized by the bidder

A complete tender document may be obtained by interested candidates from Moiben NGCDF office during the normal working hours upon payment of a non-refundable fee of **Kshs. 1,000**. The payment can be remitted through **Account no. 005224001000439 under account name Moiben NGCDF** and a receipt obtained from our office, located along Eldoret -Iten road next to Ainaptich police station.

Prices quoted must be NET i.e. inclusive of all government taxes applicable and must remain valid for 140 days from the date of closing of tenders.

Complete Request for Proposal documents should be submitted in plain sealed envelopes marked **Tender Name: Provision of Consultancy Services for Development of a five year Strategic Plan Moiben Constituency, Tender No: NG-CDF/MOIB/02/STRGPLAN/2023-2024** and addressed to:

The Fund Account Manager,
National Government Constituencies Development Fund (NG-CDF)
Moiben Constituency
P. O. Box 9872- 30100,
Eldoret.

To be deposited in the Tender box situated at the NG-CDF Office so as to reach on or before **Monday 14th August, 2023 at 10.00am**.

Submitted RFP documents will be opened soon after the closing time in presence of bidders or their representatives who choose to attend.

The National Government Constituency Development Fund reserves the right to accept or reject in part or in whole any Tender without giving reasons and does not bind itself to accept the lowest bidder or any other.

**FUND ACCOUNT MANAGER
MOIBEN CONSTITUENCY**