



## **NUMERICAL MACHINING COMPLEX LTD**

### **INVITATION TO TENDER**

**TENDER NAME:** PROPOSED PROVISION OF PRINTER LEASING SERVICES

**TENDER NO:** NMC/ONT/06/2023-2024

1. Numerical Machining Complex Ltd invites sealed tenders for proposed provision of printer leasing services.
2. Tendering will be conducted under open competitive method (National) using a standardized tender document. Tendering is open to **ALL interested and qualified tenderers.**
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours i.e 0900 to 1500 hours at the address given below.
4. A complete set of tender documents may be purchased or obtained by interested candidates upon payment of a non – refundable fees of Kshs 1,000.00 in cash or Banker's cheque and payable to the address given below. Tender documents may also be obtained electronically from the website; [www.nmc.go.ke](http://www.nmc.go.ke) and [www.tenders.go.ke](http://www.tenders.go.ke) at no fee.
5. Tender documents may be viewed and downloaded for free from the website; [www.nmc.go.ke](http://www.nmc.go.ke) and [www.tenders.go.ke](http://www.tenders.go.ke). Tenderers who download the tender document must forward their particulars immediately to [supplies@nmc.go.ke](mailto:supplies@nmc.go.ke) to facilitate any further clarification or addendum.  
The procedures to be followed will be as follows:
  - (a) Indicate full name of the organization
  - (b) Email address of the organization
  - (c) Telephone no. of the organization
  - (d) Postal Address of the organization

6. All Tenders must be accompanied by a Tender security of **Kenya Shillings Ten Thousand (Kshs 10,000.00)** and valid for **140 days** from a financial institution recognized by Public Procurement Regulatory Authority.

7. The tenderer shall chronologically serialize all pages of the tender documents submitted.

8. Completed Tenders must be delivered to the address below on or before **16<sup>th</sup> October, 2023 at 11:00am.** Electronic Tenders will not be permitted.

9. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderer's designated representatives and anyone who chooses to attend at the address below.

10. Late Tenders will be rejected.

11. The addresses referred to above are:

**A. Address for obtaining further information and for purchasing tender documents**

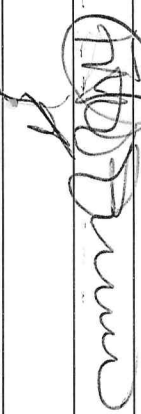
Manager, Supply Chain Management  
Numerical Machining Complex Ltd  
Workshop Rd  
P.O Box 70660 -00400, Nairobi  
0716 -431114/0710 -568003  
[supplies@nmc.go.ke](mailto:supplies@nmc.go.ke)

**B. Address for Submission of Tenders**

Managing Director  
Numerical Machining Complex Ltd  
Workshop Rd  
P.O Box 70660 -00400, Nairobi  
Tender Box located at the Main entrance, Administration Block

**C. Address for Opening of Tenders**

Numerical Machining Complex Ltd  
Workshop Rd  
P.O Box 70660 -00400, Nairobi  
Staff Canteen

Issued by: Manager, Supply Chain Management	
Authorized by: Managing Director	

**5<sup>th</sup> October, 2023**