



NUMERICAL MACHINING COMPLEX LTD

INVITATION TO TENDER

TENDER REF. NO. NMC/RFP/01/2023-2024

CONTRACT NAME AND DESCRIPTION: PROPOSED PROVISION OF ENTERPRISE RISK MANAGEMENT AND COMPLIANCE FRAMEWORK ADVISORY/CONSULTANCY SERVICES

1. The *Numerical Machining Complex Ltd* invites sealed tenders for the proposed provision of Enterprise Risk Management and Compliance Framework Advisory/Consultancy Services.
2. Tendering will be conducted under *open competitive tendering method* using a standardized tender document and is *open to all qualified and interested Tenderers*.
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours *0900 to 1600 hours* at the address given below.
4. A complete set of tender documents may be purchased or obtained by interested tenders upon payment of a non-refundable fees of *Kes 1000* in cash or Banker's Cheque and payable to the address given below. Tender documents obtained electronically will be free of charge.
5. Tender documents may be viewed and downloaded for *free* from the PPIP website; www.tenders.go.ke or Numerical Machining Complex Ltd website; www.nmc.go.ke. Tenderers who download the tender document must forward their particulars (full name of the firm, email address, telephone numbers and postal address) immediately to; Email: supplies@nmc.go.ke to facilitate any further clarification or addendum.
6. The Tenderer shall chronologically serialize all pages including attachments of the tender documents submitted.
7. Completed tenders are to be enclosed in plain sealed envelopes marked with the tender reference number and name and be deposited in the tender box located at the main entrance, ground floor of Numerical Machining Complex Ltd on or before **8th July, 2024 at 11.00am**. Electronic Tenders will not be permitted.
8. 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 Tenderers' designated representatives and any other persons who choose to attend the tender opening session at the address below.
9. Late tenders will be rejected.

10. The addresses referred to above are:

A. Address for obtaining further information/purchasing tender documents



Procurement Office,
Numerical Machining Complex Ltd
Workshop Road
P.O. Box 70660-00400, Nairobi.
Email: supplies@nmc.go.ke; Tel. 0716431114/0202241701

B. Address for Submission of Tenders.

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

Issued by: Supply Chain Management	
Authorized by: Managing Director	

Date 28th June 2024