

**COUNTY GOVERNMENT OF BUSIA  
COUNTY ASSEMBLY OF BUSIA  
OFFICE OF THE CLERK OF THE  
COUNTY ASSEMBLY**

P.O. BOX 1018-50400, BUSIA-KENYA EMAIL: clerk@busiaassembly.go.ke

**TENDER NOTICE FOR FINANCIAL YEAR 2024/2025,  
2025/2026-2026/2027.**

The County Assembly of Busia invites bids for the Supply of Goods, Works and Services for the F/Y 2024/2025, 2025/2026-2026/2027 under the following categories:

GROUP A: OPEN TENDER		
NEGOTIATION AND TENDER NUMBER	DESCRIPTION	ELIGIBILITY
BSA/CA/4/2024/2025	Procurement of Land for Proposed Construction of Ward Offices.	Open
GROUP B: FRAMEWORK AGREEMENT		
TENDER NUMBER	DESCRIPTION	ELIGIBILITY
BSA/CA/5/2024/2025-2026/2027	Provision of Air Ticketing Services.	Open
BSA/CA/6/2024/2025-2026/2027	Provision of Hotel, Accommodation, Conference Facilities and Outside Catering.	Open
BSA/CA/7/2024/2025-2026/2027	Inducting and Training of the Members of County Assembly and Staff.	Open
BSA/CA/8/2024/2025-2026/2027	Supply and Delivery of Accountable Documents.	Open
BSA/CA/9/2024/2025-2026/2027	Supply and Delivery of Tonners	Youth
BSA/CA/10/2024/2025-2026/2027	Supply and Delivery of Mineral Water	Women
BSA/CA/11/2024/2025-2026/2027	Provision of Public Participation Activities	Open
BSA/CA/12/2024/2025-2026/2027	Supply and Delivery of Office Stationery	Youth
BSA/CA/13/2024/2025-2026/2027	Supply and Delivery of Uniforms and Protective Devices	Youth
BSA/CA/14/2024/2025-2026/2027	Supply of Fuel Oil and Lubricants.	Open
BSA/CA/15/2024/2025-2026/2027	Repair and Servicing of Motor Vehicles and Motorcycles.	Open
BSA/CA/16/2024/2025-2026/2027	Provision of Cleaning and Sanitary Disposal Services.	Open
BSA/CA/17/2024/2025-2026/2027	Supply and Delivery of Cleaning Materials.	Women
BSA/CA/18/2024/2025-2026/2027	Provision of Legal Services.	Open
BSA/CA/19/2024/2025-2026/2027	Provision of Car Hire Services	Open
BSA/CA/20/2024/2025-2026/2027	Supply and Delivery of Ceremonial Uniforms	Open
GROUP C: REGISTRATION FOR SUPPLY OF GOODS, SERVICES AND WORKS		
CATEGORY A: SUPPLY OF GOODS		
TENDER NUMBER	DESCRIPTION	ELIGIBILITY
BSA/CA/21/2024/2025-2026/2027	Newspapers and Magazines	YWPD
BSA/CA/22/2024/2025-2026/2027	Airtime/Calling Cards	YWPD
BSA/CA/23/2024/2025-2026/2027	Electrical Materials and Installation	Local Citizens
BSA/CA/24/2024/2025-2026/2027	Tyres, Tubes and Batteries	Open
BSA/CA/25/2024/2025-2026/2027	Printers, Scanners, Photocopiers	Open
BSA/CA/26/2024/2025-2026/2027	Computers, Software, Projectors and Associated Accessories	Open
BSA/CA/27/2024/2025-2026/2027	Office furniture, fittings and other Office Equipment	Women
BSA/CA/28/2024/2025-2026/2027	Supply of Equipment for Multi-Media Conference System	Open
BSA/CA/29/2024/2025-2026/2027	Supply and Equipping of Legislative Library	Open
CATEGORY B: PROVISION OF SERVICES		
TENDER NUMBER	DESCRIPTION	ELIGIBILITY
BSA/CA/30/2024/2025-2026/2027	Repair and Maintenance of Passenger Lift/Elevator	Open
BSA/CA/31/2024/2025-2026/2027	Repair and Maintenance of Computers, Printers and Photocopiers	Youth
BSA/CA/32/2024/2025-2026/2027	Support and Maintenance of Website	Open
BSA/CA/33/2024/2025-2026/2027	Repair and Maintenance of Multi-Media Conference System	Open
BSA/CA/34/2024/2025-2026/2027	Repair and Maintenance of LAN,WIFI and Network Cable Management	Open
BSA/CA/35/2024/2025-2026/2027	Repair and Maintenance of Generator, Water Pump and other Equipment	Local Citizens
BSA/CA/36/2024/2025-2026/2027	Repair and Maintenance of Electrical Materials and Installation, Electrical Fence, Air Conditioner and Chamber Seats Mechanical Works	Open
BSA/CA/37/2024/2025-2026/2027	Fumigation and Pest Control Services	Open
BSA/CA/38/2024/2025-2026/2027	Auctioneering Services	Open
BSA/CA/39/2024/2025-2026/2027	Repair of Furniture.	Youth
BSA/CA/40/2024/2025-2026/2027	Servicing of Fire Fighting Equipment	Open
BSA/CA/41/2024/2025-2026/2027	Valuation of Assets	Open
BSA/CA/42/2024/2025-2026/2027	Supply and Installation of CCTV cameras	Open
BSA/CA/43/2024/2025-2026/2027	Provision of Photocopying and Printing Services	Women
BSA/CA/44/2024/2025-2026/2027	Provision of Signage, Branding of Assets, Tagging and Coding	Youth
BSA/CA/45/2024/2025-2026/2027	Provision of Accounting and Audit Services	Open
BSA/CA/46/2024/2025-2026/2027	Provision of Iso Certification Services	Open
CATEGORY C: PROVISION OF WORKS		
TENDER NUMBER	DESCRIPTION	ELIGIBILITY
BSA/CA/47/2024/2025-2026/2027	Small Works Including Repair and Maintenance of Buildings.	Open
BSA/CA/48/2024/2025-2026/2027	Civil works, Architectural work and Quantity surveying	Open

Tender documents can be obtained free of charge from **Public Procurement Information Portal ([www.tenders.go.ke](http://www.tenders.go.ke))** or from our website: - [www.busiaassembly.go.ke](http://www.busiaassembly.go.ke) or from the Procurement office of the County Assembly located along Busia-Kisumu road during normal working hours upon payment of a non-refundable fee of Kshs 1,000.

Completed tender documents shall be submitted in plain sealed envelopes clearly indicating **Category No, Tender No. and the Tender Description** and addressed to :-

**Office of the Clerk County Assembly of Busia  
P.O Box 1018-50400,  
Busia-Kenya**

And be deposited in the tender box situated at the entrance of the County Assembly reception desk so as to be received on or before **Tuesday 6<sup>th</sup> May, 2025 at 10.00 a.m.** Tenders will be opened promptly thereafter in the presence of bidders or their representatives who may choose to attend within the Assembly precincts.

**NOTE:** Preference and reservation will apply for small, micro-enterprises, youth, people with disabilities and women. Special groups must attach a certified copy of a certificate from Access to Government Procurement Opportunities. (AGPO).

The special interest groups may well participate competitively in other categories. Any further clarifications or addenda shall be made through the County Assembly's official website

**EVALUATION CRITERIA**

- Mandatory requirements as per Tender documents.
- Information supplied on the tender documents.
- Completed tender documents must be serialized/paginated

Ag CLERK TO COUNTY ASSEMBLY