

## SUPPLIER PREQUALIFICATION NOTICE 2021-2024

ICEA LION is a one-stop financial services provider offering innovative products and services in insurance, pensions, investments and trusts. ICEA LION is one of the largest providers of insurance and financial services in East Africa with well-established operations in Kenya, Uganda and Tanzania. ICEA LION wishes to prequalify suppliers from competent organizations for the provision of goods, services and works for the period 2021-2024 for the following categories.

CATEGORY NO	CATEGORY DESCRIPTION
<b>SUPPLY OF GOODS</b>	
ICEA LION/2021/001	Supply of general office stationery
ICEA LION/2021/002	Supply and personalization of staff identification smart cards, lanyards and metal staff badges
ICEA LION/2021/003	Supply of customised rubber stamps and office seals
ICEA LION/2021/004	Supply of drinking water and dispensers
ICEA LION/2021/005	Supply of magazines, newspapers and periodicals
ICEA LION/2021/006	Supply and maintenance of franking machines
ICEA LION/2021/007	Supply of branded promotional items
ICEA LION/2021/008	Supply of internal and external corporate branding services e.g. branding of vehicles, installation of vinyl stickers /murals for walls, window markings, exterior led signage, billboards etc.
ICEA LION/2021/009	Supply of corporate gift items/ hampers
ICEA LION/2021/010	Supply of staff uniform (custom-made), office suits supply (ready-made), industrial safety wear, gear and shoes supplies and linen
ICEA LION/2021/011	Supply of toiletries, detergents, hand dryers
ICEA LION/2021/012	Supply and maintenance of office furniture, furnishings and fittings
ICEA LION/2021/013	Supply, installation and maintenance of air conditioning and refrigeration services
ICEA LION/2021/014	Supply of emergency water
ICEA LION/2021/015	Supply and maintenance of flowers and indoor plants
ICEA LION/2021/016	Supply of tyres, tubes and motor vehicle accessories
ICEA LION/2021/017	Supply of personal protective equipment (PPE), scanners and screening equipment (disposable face masks, thermo guns, hand gloves, haze matt suits)
ICEA LION/2021/018	Supply of computer software and licenses (adobe professional, Microsoft office etc)
ICEA LION/2021/019	Supply and maintenance of telecommunication equipment and related accessories
ICEA LION/2021/020	Supply and maintenance of power back-up systems, UPS & inverters
ICEA LION/2021/021	Supply and maintenance of ICT equipment (computers, laptops, routers)
ICEA LION/2021/022	Supply and maintenance of fire-fighting equipment, smoke detection and fire suppression system
ICEA LION/2021/023	Supply and maintenance of CCTV, access control, intruder alarms
ICEA LION/2021/024	Supply of electricals (i.e. bulbs, cables, sockets etc.)
ICEA LION/2021/025	Supply of kitchen equipment
ICEA LION/2021/026	Supply and delivery of asset tagging bar codes and provision of tagging services
ICEA LION/2021/027	Supply of sports equipment and accessories
<b>PROVISION OF SERVICES</b>	
ICEA LION/2021/028	Provision of plumbing installations and drainage services
ICEA LION/2021/029	Provision of training of insurance agents
ICEA LION/2021/030	Provision of network infrastructure services, data communication services, computer networks and structured cabling including managed services
ICEA LION/2021/031	Provision of architectural and interior design consultancy services
ICEA LION/2021/032	Provision of quantity surveyor (QS) services
ICEA LION/2021/033	Provision of local courier services and dedicated riders
ICEA LION/2021/034	Provision of international courier, postage and parcel services
ICEA LION/2021/035	Provision of registrar services

CATEGORY NO	CATEGORY DESCRIPTION
ICEA LION/2021/036	Provision of audit services
ICEA LION/2021/037	Provision of multi-functional network printer lease services
ICEA LION/2021/038	Provision of IT security audit
ICEA LION/2021/039	Provision of internet services and web domain hosting services
ICEA LION/2021/040	Provision of data centre and DR site collocation and management services
ICEA LION/2021/041	Provision of AI, big data and analytics services
ICEA LION/2021/042	Provision of bulk SMS services, USSD, short-code and mobile application services
ICEA LION/2021/043	Provision of HR consultancy services
ICEA LION/2021/044	Provision of staff development and training services
ICEA LION/2021/045	Provision of team building facilitators
ICEA LION/2021/046	Provision of E-AGM services for unit trust virtual AGMs - managing and streaming services
ICEA LION/2021/047	Provision of financial wellness and financial sales training services
ICEA LION/2021/048	Provision of advanced Microsoft Office training services
ICEA LION/2021/049	Provision of catering office tea, running office cafeteria services
ICEA LION/2021/050	Provision of MICE, air travel, and ticketing agency services
ICEA LION/2021/051	Provision of office cleaning and sanitary bin services
ICEA LION/2021/052	Provision of security guarding services
ICEA LION/2021/053	Provision of fumigation and pest control services
ICEA LION/2021/054	Provision of OSH, fire safety and first aid training
ICEA LION/2021/055	Provision of video, audio and print production house services for TVC, video, radio and print ads
ICEA LION/2021/056	Provision of social media management and digital media strategy, management and buying services
ICEA LION/2021/057	Provision of research/survey or market study services
ICEA LION/2021/058	Provision of traditional and digital media monitoring services
ICEA LION/2021/059	Provision of event/sales activation/exhibition décor and branding services
ICEA LION/2021/060	Provision of professional and ordinary photography, videography and related services
ICEA LION/2021/061	Provision of entertainment services, DJ, PA system, audio-visuals display boards
ICEA LION/2021/062	Provision of marketing communications/advertising services
ICEA LION/2021/063	Provision of video, motion graphics and audio editing services
ICEA LION/2021/064	Provision of occupational safety and health advisory services (i.e. audits, assessment)
ICEA LION/2021/065	Provision of electronic waste disposal services
ICEA LION/2021/066	Provision of electrical fittings repair and maintenance
ICEA LION/2021/067	Provision of electrical equipment and appliance maintenance services
ICEA LION/2021/068	Provision of electrical engineering consulting services
ICEA LION/2021/069	Provision of electrical audit services
ICEA LION/2021/070	Provision of debt recovery services
ICEA LION/2021/071	Provision of credit reference services
ICEA LION/2021/072	Provision of clearing and forwarding services
ICEA LION/2021/073	Provision of transport services (taxi, car hire, minibuses and vans)
ICEA LION/2021/074	Provision of business continuity and business impact assessment services
ICEA LION/2021/075	Provision of archiving services
<b>PROVISION OF WORKS</b>	
ICEA LION/2021/076	Provision of construction services; including renovations, office partitioning and general refurbishments

The supplier prequalification exercise will be conducted online via:



Tendersure™ platform is secure, transparent and provides an efficient prequalification process. Interested suppliers may access and register on [www.tendersure.co.ke](http://www.tendersure.co.ke) under "Available Jobs" tab. Access to the prequalification will be granted upon payment of a non-refundable fee of KES 3,000.00 per category. All payments will be made via an online payment platform during the registration process. Available payment methods include M-PESA, Visa Card, MasterCard, amongst others. The online prequalification exercise closes on **3rd September, 2021 at 2200HRS EAT**.

In case of any inquiry kindly contact us at [help@tendersure.co.ke](mailto:help@tendersure.co.ke) or +254 709 557 000.

*All existing suppliers are required to participate alongside prospective suppliers in order to be evaluated and considered.*

*ICEA LION reserves the right to accept or reject any bid in whole or in part at its discretion. All participants who duly complete the prequalification process online will be notified of the outcome.*