



Transforming Lives Through Agribusiness

KILIMO TRUST PREQUALIFICATION OF VENDORS/SUPPLIERS OF GOODS AND SERVICES FOR THREE YEARS 2025 to 2028

Kilimo Trust (KT) is an independent Regional agricultural development organization - working on agriculture for development across the EAC Region. It is registered in the Republic of Uganda, Kenya, Tanzania, and Rwanda, and it implements projects across all EAC Partner States. The core business of KT is to support the transformation of food and nutrition security in the EAC Region away from high-risk subsistence farming into lower-risk trade-based systems.

Kilimo Trust intends to prequalify competent and registered firms for the provision of various goods, supplies, and services for three years, 2025 to 2028

No bidding document will be issued to the bidders.

Supplies /Goods

CODE	ITEMS
KT/SS/ 001	Assorted Office Stationery in Uganda (Kampala, Mbale), Kenya (Embu, Nakuru, Kisumu) and Tanzania (Mbeya, Arusha)
KT/SS/002	<i>Computer/Office Equipment and Consumables include computers and laptops, UPS units, printers, projectors, photocopiers, tablets, GPS devices, power banks, and associated accessories in Uganda (Kampala) and Tanzania (Mbeya, Arusha)</i>
KT/SS/003	Assorted Office Furniture e.g. desks, chairs, tables, filing cabinets, bookshelves in Uganda and Tanzania (Mbeya)
KT/SS/004	Supply of office consumables in Uganda (Kampala, Mbale), Kenya (Nakuru, Embu, Kisumu) and Tanzania (Mbeya, Arusha)

2. Services

CODE	ITEMS
KT/SV/005	Design and printing of manuals, reports, registers, brochures, calendars, communication aides, promotional items, leaflets, shirts, Banners, IDs, etc in Uganda, Kenya (Nakuru, Kisumu, Embu) and Tanzania (Mbeya)
KT/SV/006	Hotel and Apartments Facilities; for accommodation, conference facilities and related services in (Western, Northern, Eastern & Central) - Uganda, Kenya and Tanzania
KT/SV/007	Car Hire Services: for town service, City and Upcountry trips, airport transfers e. g. saloon cars, vans, wagons, pickups, Prado V8, Land Cruiser, Minibuses and Coaster for Uganda (Kampala, Mbale), Kenya (Nakuru, Embu, Kisumu), and Tanzania (Mbeya, Arusha)
KT/SV/008	Travel Agency providing Airline Ticketing Services in Uganda, Kenya and Tanzania and SGR Ticketing for Tanzania
KT/SV/009	Asset Register and Engraving in Uganda (Kampala, Mbale), Kenya (Embu, Nakuru, Kisumu), and Tanzania (Mbeya, Arusha)
KT/SV/010	Advertising and media campaigns in Uganda, Kenya (Nakuru, Embu, Kisumu) and Tanzania (Mbeya)
KT/SV/011	Compound maintenance and Fumigation in Uganda (Kampala, Mbale)
KT/SV/012	Filming, Photography and video coverage services in Uganda, Kenya (Kisumu, Embu, Nakuru) and Tanzania (Mbeya, Arusha)
KT/SV/013	<i>Catering Services for Staff during Working Hours in Uganda (Kampala, Mbale), Kenya (Nakuru, Embu, Kisumu) and Mbeya-Tanzania</i>
KT/SV/014	Vehicle Repair and Maintenance Services in Nakuru-Kenya and Tanzania (Mbeya, Arusha)

KT/SV/015	Office Plumbing works in Uganda (Kampala, Mbale), and Tanzania (Mbeya)
KT/SV/016	Electrical repairs & Maintenance in Uganda (Kampala, Mbale), Kenya (Nakuru, Embu, Kisumu) and Tanzania (Mbeya)
KT/SV/017	Carpentry Services in Uganda, Kenya and Tanzania
KT/SV/018	Office refurbishment (Office Reconstruction) in Uganda (Kampala and Mbale), Kenya (Kisumu, Nakuru and Embu) and Tanzania (Mbeya and Arusha)
KT/SV/019	Office Cleaning in Uganda, Kenya and Tanzania
KT/SV/020	<i>Deep Cleaning Services for Offices in Uganda (Kampala and Mbale), Kenya (Nakuru, Embu and Kisumu) and Tanzania (Mbeya and Arusha)</i>
KT/SV/021	Repairs and maintenance of Air conditioners in Uganda (Kampala), Kenya (Nakuru) and Tanzania (Mbeya)
KT/SV/022	IT support services, network management, web hosting and cloud server services in Uganda, Kenya (Nakuru, Embu and Kisumu) and Tanzania (Mbeya)
KT/SV/023	Telephone repairs and maintenance in Uganda, Kenya (Kisumu, Nakuru, and Embu) and Tanzania (Embu)
KT/SV/024	Maintenance and servicing of Fire extinguishers in Uganda (Kampala, Mbale), Kenya (Nakuru, Kisumu, Embu) and Tanzania (Mbeya)
KT/SV/025	Generator maintenance and repair in Uganda (Kampala), and Tanzania (Mbeya)
KT/SV/026	TV, Projectors hire & Servicing in Uganda, Kenya (Nakuru, Embu, Kisumu), and Tanzania (Embu)
KT/SV/027	Postage & courier services in Uganda, Kenya (Nakuru, Kisumu, Embu), and Tanzania (Mbeya, Arusha)
KT/SV/028	Microsoft product support systems in Uganda, Kenya, and Tanzania
KT/SV/029	Computer and accessories repairs in Uganda, Kenya (Nakuru, Kisumu, Embu) and Tanzania (Mbeya)
KT/SV/030	Motorcycle repairs, spare parts and servicing in Uganda (Kampala, Mbale)
KT/SV/031	Events Management in Uganda, Kenya and Tanzania
KT/SV/032	Security services in Uganda (Kampala, Mbale) and Mbeya-Tanzania
KT/SV/033	Team Building Facilitators in Uganda
KT/SV/034	Compound Maintenance and Fumigation in Uganda (Kampala, Mbale)
KT/SV/035	Sanitary services in Uganda (Kampala, Mbale)
KT/SV/036	Garbage and Waste disposal in Uganda (Kampala, Mbale)
KT/SV/037	Car leasing services in Uganda, Kenya (Nakuru, Kisumu, Embu) and Tanzania (Mbeya, Arusha)

Prequalification is open to all legally registered companies in Uganda, Kenya, and Tanzania
Interested vendors will be required to submit the following.

- i) *Five Years of Experience in the Same Line of Business*
- ii) Copies of 2 previous contracts/orders from at least two NGOs
- iii) 3 reference letters from their clients
- iv) Tax Clearance Certificate
- v) Certificate of Incorporation.
- vi) Company Profile
- vii) Price List for Goods and Services offered denominated in the Specific Country's local currency.

All Vendor Documents are required to be submitted online via email: procurement@kilimotrust.org, not later than 1st April 2025 at 16:00 hours.

The Prospective vendor/firm MUST indicate in the Email Subject the CODE or CODES, and the ITEM or ITEMS, and the Country they are applying for.

For any inquiries, email admin@kilimotrust.org

Please note that any form of canvassing will lead to automatic disqualification