

KIBO SEED COMPANY LIMITED



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INVITATION FOR TENDERS

**TENDER NO. KSCL/PR/001/2024-2026**

FOR

PRE-QUALIFICATION OF SUPPLIERS, SERVICE PROVIDERS, &  
CONTRACTORS FOR GOODS AND SERVICES FOR FINANCIAL  
YEAR 2024/2025 & 2025/2026

**Date: 18<sup>th</sup> April 2024**

## KIBO SEED COMPANY LIMITED

### INTRODUCTION:

Kibo Seed Co. Ltd (KSCL) is a limited liability company incorporated under the Company's ACT No. 12 of 2002 since October 2002 with its Headquarters in Arusha, and Regional Offices in Mbeya, Mwanza, Morogoro and Makambako. KSCL has set aside funds for procurement of various Goods/Services/Works. It is intended that part of the proceeding of the funds will be used to cover eligible payments under various contracts.

### SCOPE OF WORK:

KSCL is seeking National licensed Suppliers/Service Providers/Contractors who are qualified and capable to provide the Goods/Services/Works to KSCL Headquarters in Arusha, and KSCL Regional Offices in Mbeya, Mwanza, Morogoro and Makambako.

KSCL wishes to undertake a Pre-qualification process that will lead to the selection of Suppliers for supply of goods and services for the financial year 2024/2025 and 2025/2026 for the following categories:

<b>CATEGORY A:</b>	<b>SUPPLY OF GOODS</b>
KSCL/PR/G01/2024-2026	Supply & Delivery of Stationeries, and other related items.
KSCL/PR/G02/2024-2026	Supply & Delivery of Computer and Laptops, Printers and related ICT items.
KSCL/PR/G03/2024-2026	Supply & Delivery of Staff Uniforms and Protective Clothing.
KSCL/PR/G04/2024-2026	Supply & Printing of Promotional Branded Materials.
KSCL/PR/G05/2024-2026	Supply & Delivery of Seed Dressing Chemicals.
KSCL/PR/G06/2024-2026	Supply & Delivery of Office Equipment's.
KSCL/PR/G07/2024-2026	Supply & Delivery of Packing and Factory Machines.
KSCL/PR/G08/2024-2026	Supply & Delivery of Vehicle/Motorcycle Tyres and Spare Parts.
KSCL/PR/G09/2024-2026	Supply of Kitchen Supplies, Cleaning Materials and Related items.
KSCL/PR/G10/2024-2026	Supply of Furniture & Fittings.
KSCL/PR/G11/2024-2026	Supply & Delivery of Newspapers, Periodicals & Magazines.
KSCL/PR/G12/2024-2026	Supply & Delivery of New Vehicles.
KSCL/PR/G13/2024-2026	Supply & Delivery of New Motorcycles.
KSCL/PR/G14/2024-2026	Supply & Delivery of Seed Packaging Materials.
KSCL/PR/G15/2024-2026	Supply & Installation of software, Microsoft licensing, Consumables and other peripherals
KSCL/PR/G16/2024-2026	Supply & Delivery of Hardware, Electrical and Mechanical Fittings and Other related Materials
KSCL/PR/G17/2024-2026	Supply & Delivery of Assets Identification Tags (Barcodes)
<b>CATEGORY B:</b>	<b>PROVISION OF SERVICES</b>
KSCL/PR/S18/2024-2026	Provision of Catering Service
KSCL/PR/S19/2024-2026	Provision of General Insurance Services.
KSCL/PR/S20/2024-2026	Provision of Fumigation & Pest control Services for KSCL Warehouses.

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<b>CATEGORY B:</b>	<b>PROVISION OF SERVICES</b>
KSCL/PR/S21/2024-2026	Provision of Artwork Design and Printing Services.
KSCL/PR/S22/2024-2026	Provision of Asset Valuation and Auction Services.
KSCL/PR/S23/2024-2026	Provision of Hotel accommodation and conference facilities.
KSCL/PR/S24/2024-2026	Provision of Electrical Services & Maintenance of Electrical Equipment.
KSCL/PR/S25/2024-2026	Provision of Occupational Safety & Health Advisory Services.
KSCL/PR/S26/2024-2026	Provision of Car Tracking Services.
KSCL/PR/S27/2024-2026	Provision of Internet Services for KSCL Headquarters & KSCL Regional Offices.
KSCL/PR/S28/2024-2026	Provision of Clearing and Forwarding Services.
KSCL/PR/S29/2024-2026	Provision of Security & Guarding Services for KSCL Headquarters and KSCL Regional Offices.
KSCL/PR/S30/2024-2026	Provision of Statutory Audit Services.
KSCL/PR/S31/2024-2026	Provision of General Services & Maintenance of Fire Extinguishers for KSCL Headquarter and KSCL Regional Offices.
KSCL/PR/S32/2024-2026	Provision of Debt Collection & Investigation Services.
KSCL/PR/S33/2024-2026	Provision of Advertising Services on Newspaper.
KSCL/PR/S34/2024-2026	Provision of Advertising Services & Awareness Campaigns on Televisions.
KSCL/PR/S35/2024-2026	Provision of Advertising Services & Awareness Campaigns on Radio.
KSCL/PR/S36/2024-2026	Provision of Tax Advisory Services.
KSCL/PR/S37/2024-2026	Provision of Legal Services.
KSCL/PR/S38/2024-2026	Provision of web designing, software development and maintenance services
KSCL/PR/S39/2024-2026	Provision of LAN Installation services
KSCL/PR/S40/2024-2026	Provision of Cargo Transportation services
KSCL/PR/S41/2024-2026	Provision of Environmental Audit Services
KSCL/PR/S42/2024-2026	Provision of Courier Services
KSCL/PR/S43/2024-2026	Provision of Warehousing and Storage Services for Arusha, Mwanza, Morogoro and Mbeya
KSCL/PR/S44/2024-2026	Provision of General Services and Maintenance of office Equipment's for KSCL Headquarters and KSCL Regional Offices
KSCL/PR/S45/2024-2026	Provision of Travel Agency
<b>CATEGORY C:</b>	<b>REPAIR &amp; MAINTENANCE SERVICES</b>
KSCL/PR/R46/2024-2026	Repairs & Maintenance of Air Conditioners and Supply of related Spare Parts.
KSCL/PR/R47/2024-2026	Repairs & Maintenance of Solar System and Supply of related Spare Parts forKSCL Headquarters & KSCL Regional Offices.
KSCL/PR/R48/2024-2026	Repairs & Maintenance of CCTV Cameras and Access Control Equipment forKSCL Headquarters and KSCL Regional Offices.
KSCL/PR/R49/2024-2026	Repair & Maintenance of Seed Extractor Machines & Supply of related parts.
KSCL/PR/R50/2024-2026	Repair & Maintenance of Vehicles and motorcycles for KSCL Headquarters &KSCL Regional Offices.
KSCL/PR/R51/2024-2026	Repair & Maintenance of Generator
KSCL/PR/R52/2024-2026	Repair & Maintenance of Office Buildings (Plumbing, Masonry, Electrical, etc)
KSCL/PR/R53/2024-2026	Repair & Maintenance of ICT Equipment's
<b>CATEGORY D:</b>	<b>PROVISION OF WORKS SERVICES</b>
KSCL/PR/W54/2024-2026	Provision of Construction Services, including Renovations, Office Partitioning andGeneral Refurbishment.
KSCL/PR/W55/2024-2026	Provision of Architectural Services
KSCL/PR/W56/2024-2026	Provision of Quantity Surveyors & Engineering Services
<b>CATEGORY E:</b>	<b>CONSULTANCY SERVICES</b>
KSCL/PR/C57/2024-2026	Provision of HR Training & Consultancy Services.
KSCL/PR/C58/2024-2026	Provision of Consultancy Services for Strategic Development Plan.
KSCL/PR/C59/2024-2026	Provision of Architectural, Interior Design & Landscape Design Consultancy Services.

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**NOTE:**

1. Pre-qualification is open to all eligible National Suppliers/Contractors/Service Providers with proven experience and capacity. Existing Suppliers who wish to be retained **MUST** apply afresh and submit up-to-date information.
2. A complete set of Pre-qualification documents containing detailed information and other conditions can be obtained at Kibo Seed Offices situated at Okaseni street, off Arusha – Namanga Road Arusha during normal working days from Monday to Friday between 8:00 a.m. to 17:00 p.m. except on Public holidays, or can be requested via [info@kiboseeds.co.tz](mailto:info@kiboseeds.co.tz) or [catherine@kiboseeds.co.tz](mailto:catherine@kiboseeds.co.tz) with subject REQUEST FOR PRE-QUALIFICATION DOCUMENTS 2024-2026 upon payment of non-refundable fees of **Tshs. 50,000/=** per each category to one of below bank accounts and copy of original pay slip has to be submitted together with the bids. Failure to submit pay slip will lead to bid rejection.

**ACCOUNT NAME: KIBO SEED COMPANY LIMITED**

- a) KCB Bank- Account No. 3300192390
  - b) NMB Bank- Account No. 60303500189
  - c) NBC Bank- Account No. 014103016671
  - d) Stanbic Bank- Account No. 9120000355745
3. In addition, bidders **MUST** attach the following mandatory documents:
    - a) A copy of Certificate of Incorporation/Registration.
    - b) A copy of Valid Tax Compliance Certificates.
    - c) A copy of V.A.T Registration Certificate.
    - d) A Copy of TIN Registration Certificate.
    - e) A copy of Certificate of Registration with relevant Regulatory bodies.
    - f) Business License.
    - g) Company Profile.
  4. Completed Pre-qualification documents **MUST** be in plain sealed envelopes clearly “**Marked TENDER NO. KSCL/PR/001/2024-2026**”, should be deposited in the TenderBox situated at Kibo Seed Company Offices Okaseni street, off Arusha – Namanga Road Arusha on or before **17:00 p.m. 09<sup>th</sup> May 2024** and addressed to the below address. Bids will be opened in public and in the presence of bidder’s representatives, who choose to attend in the conference of the Company at **2:00 p.m.** local time of **10<sup>th</sup> May 2024**. Bids sent by post must be registered.

**GENERAL MANAGER  
KIBO SEED COMPANY LIMITED  
P.O BOX 25 ARUSHA, TANZANIA.**