



# Kenya Coast National Polytechnic

Kisauni Road, PO Box 81220, Mombasa, Telephone 0712725554, 0710389727  
Email: [info@kenyacoastpoly.ac.ke](mailto:info@kenyacoastpoly.ac.ke) Website: [www.kenyacoastpoly.ac.ke](http://www.kenyacoastpoly.ac.ke)



20<sup>th</sup> February 2025

## TENDER NOTICE

The Kenya Coast National Polytechnic invites sealed bids from eligible firms for the following tenders:

NO.	TENDER DESCRIPTION	REFERENCE NO.	CLOSING DATE
1	Provision of general insurance service	KCNP/T/001/GIS/2024/2025	4 <sup>TH</sup> MARCH 2025
2	Provision of sanitary service and pest control	KCNP/T/001/SPC/2024/2025	4 <sup>TH</sup> MARCH 2025
3	Leasing of multifunctional network duplex printers	KCNP/T/001/MLP/2024/2025	4 <sup>TH</sup> MARCH 2025
4	Provision of Security and alarm services	KCNP/T/001/SEC/2024/2025	4 <sup>TH</sup> MARCH 2025

1. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours 8 am and 5 pm starting from the date of advert at the office of:

**The Chief Principal/Procurement Office**  
**Kenya Coast National Polytechnic**  
**P.O. Box 81220-80100,**  
**Mombasa**  
[info@kenyacoastpoly.ac.ke](mailto:info@kenyacoastpoly.ac.ke)  
**cc: procurement@kenyacoastpoly.ac.ke**

2. Tendering will be conducted under open competitive method (National) using a standardized tender document. Tendering is open to all qualified and interested Tenderers. Eligible candidates should submit a two-envelope bid marked “ORIGINAL” and “COPY” respectively as specified in the tender documents
3. A complete set of tender documents may be viewed and downloaded free of charge from the KCNP’s website [www.kenyacoastpoly.ac.ke](http://www.kenyacoastpoly.ac.ke)
4. Tenderers who download the tender document must forward their particulars immediately to facilitate any further clarification or addendum to **Email; procurement@kenyacoastpoly.ac.ke**

5. All Tenders must be accompanied by a Tender Security of **Kes. 500,000.00 for general insurance services and Kes. 100,000 for security services** in the form of a Bank guarantee from a reputable bank valid for 150 Days from date of opening tender. A tender security of Kes. 150,000 shall be required for leasing of multiduplex printers and shall be valid for 150 days from the date of the tender opening.
6. The Tenderer shall **chronologically** serialize all pages of the tender documents submitted.
7. Completed tender documents **MUST** be submitted to the Polytechnic so as to reach

**The Chief Principal  
Kenya Coast National Polytechnic  
P.O. Box 81220-80100,  
Mombasa  
[info@kenyacoastpoly.ac.ke](mailto:info@kenyacoastpoly.ac.ke)**

**[procurement@kenyacoastpoly.ac.ke](mailto:procurement@kenyacoastpoly.ac.ke)**

**On or before 4<sup>th</sup> March 2025 at 10.00 am.**

8. Tenders will be opened immediately after the deadline date and time specified above or any dead line date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.

**New procurement offices Boardroom  
Kisauni Road  
Mombasa**

9. Submission of late tenders will be rejected.

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**The Chief Principal  
Kenya Coast National Polytechnic**