



**HIGH COMMISSION OF THE REPUBLIC OF KENYA,
DAR ES SALAAM**

INVITATION TO PRE- QUALIFICATION

**PRE-QUALIFICATION OF SUPPLIERS FOR THE
SUPPLY OF GOODS AND PROVISION OF SERVICES
TENDER NO: KHCD/PQF/001/2026-2028**

The High Commission of the Republic of Kenya in the United Republic of Tanzania, invites applications for pre-qualification/ registration of suppliers from interested and qualified suppliers for the supply/ provision of the under listed goods / services for the financial year 2026/2027 and 2027/2028.

CATEGORY	ITEM DESCRIPTION
A	SUPPLY OF GOODS
KHCD/PQF/001/26-28/A1	Pre- qualification for Supply of Office Equipment
KHCD/PQF/001/26-28/A2	Pre- qualification for Supply of Furniture & Fittings
KHCD/PQF/001/26-28/A3	Pre- qualification for Supply of General Office Stationeries
KHCD/PQF/001/26-28/A4	Pre- qualification for Supply of Toners and other Computer Consumables and Accessories
KHCD/PQF/001/26-28/A5	Pre- qualification for Supply of Hardware and Electrical items & services
KHCD/PQF/001/26-28/A6	Pre- qualification for Supply and delivery of bottled mineral water
KHCD/PQF/001/26-28/A7	Pre- qualification for Supply of Office Flowers
KHCD/PQF/001/26-28/A8	Pre- qualification for Supply of Electrical Equipment and materials
KHCD/PQF/001/26-28/A9	Pre- qualification for Supply and fitting of Motor vehicle tyres, tubes and batteries.
KHCD/PQF/001/26-28/A10	Pre- qualification for Supply of toiletries
KHCD/PQF/001/26-28/A11	Pre- qualification for Supply of fuel, oils and lubricants
KHCD/PQF/001/26-28/A12	Pre- qualification for Supply of security cabinets, locks and safe boxes
KHCD/PQF/001/26-28/A13	Pre- qualification for Supply of Newspapers and periodicals
KHCD/PQF/001/26-28/A14	Pre- qualification for Supply of Computers, Printers and other ICT Equipment
B.	PROVISION OF SERVICES
KHCD/PQF/001/26-28/B1	Pre- qualification for provision of Travel, Air ticketing services (IATA/KATA registered firms)
KHCD/PQF/001/26-28/B2	Pre- qualification for provision of projection services, graphic designs and printing services
KHCD/PQF/001/26-28/B3	Pre- qualification for design and production of branded and promotional materials (Diaries, calendars, pens, folders, brochures, fliers, banners, roll-up banners)
KHCD/PQF/001/26-28/B4	Pre- qualification for provision of cleaning services, cleaning of carpets, curtains, sheers, blinds, sofa sets and other upholstery.
KHCD/PQF/001/26-28/B5	Pre- qualification for provision of repairs, maintenance and servicing of office machines and equipment i.e printers, photocopiers, computers.
KHCD/PQF/001/26-28/B6	Pre- qualification for provision of fumigation and pest control services for rodents, cockroaches, termites etc
KHCD/PQF/001/26-28/B7	Pre- qualification for provision of catering services/ hire of hotels/ conferences
KHCD/PQF/001/26-28/B8	Pre- qualification for repairs, servicing and maintenance of motor vehicles
KHCD/PQF/001/26-28/B9	Pre- qualification for provision of plumbing services and related works like sewerage drainage
KHCD/PQF/001/26-28/B10	Pre- qualification for Interior and exterior refurbishment of buildings – minor works
KHCD/PQF/001/26-28/B11	Pre- qualification for provision of Insurance services for Health/ Medical, Motor Vehicles and Buildings
KHCD/PQF/001/26-28/B12	Pre- qualification for provision of Legal services and consultancy
KHCD/PQF/001/26-28/B13	Pre- qualification for provision of Security services
KHCD/PQF/001/26-28/B14	Pre- qualification for provision of Event planning and Decoration services

Interested eligible bidders may access the detailed bid documents for registration from the website www.kenyahctz.org

The completed tender documents enclosed in plain sealed envelope marked with tender category number shall be addressed to:

The High Commissioner
Kenya High Commission, Dar es salaam
P.o Box 5231, Dar es salaam.
United Republic of Tanzania.

The documents should be deposited to the Kenya High Commission, Dar es salaam Tender Box at the reception of the Chancery Building located on Bongoyo Road/Kaunda drive Junction to be received on or before **11th November, 2026**

Tenders will be opened on **12th November 2026 at 11:00am** in the presence of the tenderers or their representatives who choose to attend the opening meeting at the Boardroom at The High Commission offices at the Junction of Kaunda Drive and Bongoyo street.

**The High Commissioner,
Kenya High Commission, Dar es Salaam.**