



KenGen
Staff Retirement
Benefits Scheme

REQUEST FOR QUOTATION

RFQ No. *KenGensRBS/RFQ/033/2019*

Description: *Design of Annual Accounts and Photography*

<p>You are invited to submit quotation for materials listed</p> <p>a) THIS IS NOT AN ORDER; CREDIT TERMS ASSUMED FOR QUOTATION</p> <p>b) ELIGIBILITY CRITERIA. Open.</p> <p>c) Your quotation should indicate price and V.A.T separately.</p> <p>d) Return original and retain copy</p> <p>e) Quotations that do not give all the details shall be disqualified.</p> <p>f) All quotations must bear our reference.</p>				<p>DATE: DD/MM/YYYY</p> <p>DATE ISSUED: 9th May 2019</p> <p>CLOSING DATE: 15th May 2019</p> <p>CLOSING TIME: 10:00 Am</p>	<p><i>To be delivered to: Tender Box RBS</i> 11th floor, KenGen Pension Plaza II, Kolobot Road, Parklands, P.O. Box 47936-0010 NAIROBI.</p>
---	--	--	--	---	--

No	Item Description	Unit	Qty Required	Unit Price in KShs.	Discount	Total (KShs.) Inclusive of Taxes	Brand	Delivery Period	Quotation validity Period	Remarks
	Please Quote for;									
1.	Design of DB and DC Annual Accounts Max Pages per booklet 50 Pages									
2.	Photography as described below									

<p>DECLARATION: We do hereby declare that we have not been debarred from any procurement process and shall not engage in any fraudulent or corrupt act in regard to this purchase; Seller's Sign..... Date..... Rubber Stamp.....</p>	<p>FOR OFFICIAL USE ONLY. OPENED BY, 1. DATE..... 2. DATE..... 3. DATE.....</p>
--	---



KenGen
Staff Retirement
Benefits Scheme

REQUEST FOR QUOTATION

RFQ No. *KenGenSRBS/RFQ/033/2019*

Description: *Design of Annual Accounts and Photography*

SPECIFICATIONS

1. Design of Annual Accounts

This will be ranked according to best design as evaluated by the Scheme Secretariat.

2. Professional Photography

- a) Group Photo of Secretariat Staff (11 Staff)
- b) Board of Trustees (12 Trustees) Portrait Photos

Note. The award of the design of the annual booklet will be based on the criteria provided above, photography will be financial only.

Kindly indicate the RFQ number & tender name (description) on the envelope.

Address to:

Trust Secretary
KenGen Staff Retirement Benefits Scheme
11th floor, KenGen Pension Plaza 2,
Kolobot Road, Parklands,
P.O. Box 47936-0010
NAIROBI.

To be dropped at our tender box located on 11th floor.