



REPUBLIC OF KENYA

**COMMUNICATIONS
AUTHORITY OF KENYA**

TENDER NOTICE

The Communications Authority of Kenya (CA) is the regulatory authority for the ICT industry in Kenya with responsibilities in telecommunications, cybersecurity, e-commerce, broadcasting, and postal/courier services. CA is also responsible for managing the country's numbering and frequency spectrum resources, administering the Universal Service Fund (USF) as well as protecting the interests of users of ICT services

CA invites bids from interested and competent firms to tender for the following:-

Tender Reference	Description of tender	Closing date and time	Eligibility
CA/PROC/OT/76/2022-2023	Open National Tender for Supply Installation and Maintenance of Microsoft Online Services	7 th June 2023 at 10:30 am	Open to All

The tender document can be accessed and downloaded from the Public Procurement Information Portal <http://www.tenders.go.ke> and the Authority's website: <http://ca.go.ke/about-us/do-business-with-s/open-tenders/> free of charge.

The link for the pre-bidder conference will be shared with the bidders who will have expressed interest and the same will be uploaded on the Public Procurement Information Portal <http://www.tenders.go.ke> and the Authority's website: <http://ca.go.ke/about-us/do-business-with-s/open-tenders/>

Further, firms who download the tender documents must arrange to forward their particulars/ contacts to the Head of Procurement, Communications Authority of Kenya, through the email address tenders@ca.go.ke before the closing date for records and for purposes of receiving clarifications and or addendums, if any.

Any addendum, which will be issued, will be uploaded in the CA Website

Eligible bidders may also inspect and obtain detailed hard copy of the tender documents from the Supply Chain Department in 2nd floor Wing A at CA Centre along Waiyaki Way, Nairobi, between 9am to 4pm, Monday to Friday excluding Public Holidays at a non-refundable fee of Kshs 1,000.00

Tender documents may be obtained electronically from the Website www.ca.go.ke <https://ca.go.ke/about-us/do-business-with-us/open-tenders> or Public Procurement Information Portal (PIIP) supplier portal (<http://www.tenders.go.ke/website/tenders/index..>). Tender documents obtained electronically will be free of charge.

Prices quoted should be inclusive of all taxes, **MUST** be expressed in Kenya shillings.

Duly completed tender documents should be enclosed in a plain, sealed envelope clearly marked with the tender name and reference number and should be deposited in the tender box on the ground floor of the CA Centre, so as to reach on or before the closing date and time indicated above.

**The Head of Procurement
Communications Authority of Kenya (CA)**
P.O. Box 14448, Nairobi 00800
Tel: +254 (020) 4242000/
Website: www.ca.go.ke

Bids shall be opened immediately thereafter at CA Centre ground floor, Atrium in the presence of the bidders' representative(s) who choose to attend.

Head Office

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P.O.Box 14448
Nairobi 00800
Mobile: : 0703042000
Email: info@ca.go.ke

Western Regional Office

1st Floor KVDA Plaza
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Eldoret 30100
Mobile: 0703042105
Email: wro@ca.go.ke

Coast Regional Office

3rd Floor, NSSF Building
P.O.Box 8041
Mombasa 80100
Mobile:0703042152
Email: cro@ca.go.ke

Central Regional Office

Ground Floor, Advocates
Plaza
P.O.Box 134 Nyeri 10100
Mobile : 0703042181
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Nyanza Regional Office

2nd Floor Lake Basin Mall,
P.O Box 2016
Kisumu 40100
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