AGRICULTURAL SOCIETY OF KENYA

ELDORET BRANCH

Mobile: 0741 184713/0754 702459;
Email: eldoret@ask.co.ke; Website: www.ask.co.ke

PRE-QUALIFICATION NOTICE

The Eldoret Branch invites applications from eligible suppliers and service providers for the year 2027/2028 for the following categories of goods, works and services.

CODE	*REFERENCE*	*CATEGORY DESCRIPTION*
A – 1	ELD/01/2026	Supply & delivery of hardware material, Paints & Electrical Materials
A – 2	ELD/02/2026	Supply and delivery of building materials
A – 3	ELD/03/2026	Supply of general Office stationery, toners & cartridges
A – 4	ELD/04/2026	Supply of hay & animal feeds
A – 5	ELD/05/2026	Supply of assorted animal drugs, vaccines and veterinary services
A – 6	ELD/06/2026	Supply of office furniture, fittings and equipment
A – 7	ELD/07/2026	Supply of bottled mineral water, sodas & soft drinks
A – 8	ELD/08/2026	Supply of Trophies, medals and awards and Rosettes
B – 1	ELD/09/2026	Building & Civil Engineering contractors
B – 2	ELD/10/2026	Electrical contractors & Plumbing Contractors
B – 3	ELD/11/2026	Contactors for felling trees, splitting timber and firewood
B – 4	ELD/12/2026	Supply and installation of solar street lighting, Security Lighting systems and solar Pumping
C – 1	ELD/13/2026	Provision of Printing services, graphic designs and branding
C – 2	ELD/14/2026	Provision of catering and hospitality services
C – 3	ELD/15/2026	Provision of security services
C – 4	ELD/16/2026	Provision of garbage collection and disposal vehicles (tractor & trailer)
C – 5	ELD/17/2026	Provision of hire of tents, chairs, decoration and drapery services
C – 6	ELD/18/2026	Spraying of livestock and fumigation of animals barns
C – 7	ELD/19/2026	Provision of management of public toilets
C – 8	ELD/20/2026	Provision of hire of public address and sound system services
D – 1	ELD/21/2026	Provision of photography, videography & Livestreaming Services
D – 2	ELD/22/2026	Provision of road shows and activations services
D - 3	ELD/23/2026	Provision of Social media and influencer Campaign Services
E – 1	ELD/24/2026	Transportation of livestock services
E – 2	ELD/25/2026	Provision of car hire and taxi services
F – 1	ELD/26/2026	Provision of Fun Fair Operations Services
F – 2	ELD/27/2026	Provision of Music & Disco service

Submission Guidelines:

Interested parties may obtain the pre-qualification documents from the **Eldoret Branch Showground office** or download from our website www.ask.co.ke**.** A non-refundable tender fee of **Ksh. 2,000 per category** will be paid through **MPESA Paybill number 866389,** Account name is your company name).

The documents must be submitted in plain sealed envelopes clearly marked **"Prequalification of 2027/2028 A.S.K Eldoret Branch Suppliers"** and Reference Indicated and should be deposited in the Tender Box at the Showground Office. Include with the documents, the Mpesa Code.

The documents should be addressed to:

The Branch Manager
Eldoret National Show
P. O. Box 61 -30100
ELDORET

And should be submitted by **Friday**,**4th December 2026**

Youth, women and persons with disabilities are encouraged to apply.

"Your Agricultural and Trade Partner of Choice"

PRE-QUALIFICATION CRITERIA

The society shall use the following certified documents to determine suitability for registration as the society's supplier, service provider or contractor.

1. A valid certificate of incorporation or registration
2. A Valid Tax Compliance certificate
3. Relevant Business Permits from local authority
4. Valid certificate for youth, women, disabled groups where applicable
5. Valid PIN certificate
6. Registration certificate from the National Construction Authority-NCA for contractors
7. Profiles of staff relevant to the business category entered, including highest academic and professional or technical qualifications.
8. References from at least three organisations that you have transacted with in form of any of the following:
    a. A copy of a contract signed with each of the organisations
    b. A copy of a Local Purchase Order (LPO) or service order (LSO) from each of the organisations
    c. A copy of a delivery note or signed job card from each of the organisations
    d. A letter of recommendation signed by a senior official from each of the organisations.
9. A summary litigation history entered in the *Litigation history* form in this document.
10. A Profile of the organisation contacts and business location *(Refer to business questionnaire form in this document)* including:
    a. Copy of ownership or lease agreements
    b. Details of physical location – sketch of location included
    c. Working fixed and mobile phone numbers, email and website address
    d. Contacts of relevant personnel
11. State your terms of payment. Also indicate the volume of business that you are capable of handling in one transaction. *(Refer to business questionnaire form in this document)*
12. State your delivery period after issuance of LPO/LSO for the category of business tendered.
13. Other documents required include:
    a. Two years certified audited accounts
    b. NSSF Compliance Certificate
    c. NHIF - remittances for the last 2 months.

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Website: www.ask.co.ke

PRE-QUALIFICATION DOCUMENT 2027/2028 FOR SUPPLIERS, CONTRACTORS AND SERVICE PROVIDERS

Name of Supplier /Contractor/Service Provider_____

Prequalification Category Description: _____

Category Description: _____

Please Indicate (tick) relevant category of your Company and Registration Number

- ☐ Women establishment/group: Registration Number_____
- ☐ Youth establishment/group: Registration Number_____
- ☐ Disabled: Registration Number_____
- ☐ Other: (Specify)_____ Registration Number _____

BUSINESS QUESTIONNAIRE [CONFIDENTIAL] – Please provide credible/reliable information.

Section 1: General Information

Business Name_____

Location of Business: Town_____ Plot Number_____

Street/Road/Floor_____ (attach map/sketch)

Fixed Telephone Line_____ Mobile_____

Valid Licence/Business Permit No._____ Expiry_____

Contact Person Name_____ Telephone_____

Email contact: _____ Website_____

Section 2: Nature of Business

2a. Sole Proprietor

Full Name_____Nationality_____

Date of birth: _____ID number/Passport Number _____

2b. Partnership

State details as follows

	Names	Nationality	ID/Passport Numbers	Shares
1				
2				
3				
4				

2c. Registered Company

Public/Private_____

State nominal and issued Capital: Nominal (Ksh) _____ Issued (ksh) _____

State details of directors as follows

	Names	Nationality	ID/Passport Numbers	Shares
1				
2				
3				
4				

Section 3: Transactions

Maximum volume of transactions at any given time (Ksh)_____

Your bank name_____ Account No._____ Branch_____

LITIGATION HISTORY FORM

Name of Supplier/Contractor/Service Provider_____

Suppliers/Contractors/Service Providers should provide information on any history of litigation or arbitration resulting from contracts executed in the last 5 years or currently under execution.

Year	Award for or against	Name of Client, Cause of litigation and matter in dispute	Disputed amount (Current Value, Ksh equivalent)

DECLARATION

I/we have completed these forms accurately at the time of application and we can confirm that all responses are valid and can be authenticated if required to do so. Any inaccuracy and fallacies in the information entered herein will be used as grounds for disqualification from further considerations.

Signed _____

Name_____

Designation_____

Date: _____

Company Stamp:

_____

A bound copy of this document and all attachments should be submitted. Loose copies shall not be accepted.