



(KAS/RFQ/004/2021-2022)

kasneb Towers Hospital Road, Upper Hill P.O Box 41362-00100 Nairobi
Tel: 254-020-4923000, Fax: 2712915, e-mail: info@kasneb.or.ke Website: www.kasneb.or.ke

TO: To.....
P.O. Box
Nairobi

**URGENT REQUEST FOR QUOTATION:
KAS/QTN/004/2021-2022:
PROVISION OF EVENT EQUIPMENT AND AUXILLIARY SERVICES
FOR THE LAUNCH OF kasneb NEW SYLLABUS**

FROM: The Secretary and Chief Executive
DATE: 16 July 2021.

You are invited to submit a quotation for the items listed here below. The quotation should be submitted in a plain sealed envelope marked “**KAS/QTN/004/2021-2022: PROVISION OF EVENT EQUIPMENT AND AUXILLIARY SERVICES FOR THE LAUNCH OF kasneb NEW SYLLABUS**” and should be deposited in the **Quotations Box** next to the Supply Chain Management Unit Office or forward a **DULY FILLED, SIGNED, STAMPED AND SCANNED COPY OF THIS QUOTATION** to the following email address branice.mulehane@kasneb.or.ke and **MUST** be copied to francis.okubo@kasneb.or.ke; milcah.kivisi@kasneb.or.ke; mark.mwangi@kasneb.or.ke; phyllis.ndungu@kasneb.or.ke and procuretwo@kasneb.or.ke not later than the closing date and time **Monday, 19 July 2021 at 10.00 a.m.** Your quotation should cover all costs including **all applicable taxes, levies, and any other extras. VAT must** be quoted separately where applicable. Return one copy and retain the other for your records.

No.	Item Description
1.	Provision of Event Equipment and Auxilliary Services for the Launch of kasneb New Syllabus to be held on Friday, 23 July 2021 from 8.00 a.m to 2.00 p.m.:

Please note:

Firms **shall** be required to provide the following statutory documents together with their quotation:

- Certificate of Incorporation/Registration.
- Evidence of registration with relevant professional body
- Valid Tax Compliance Certificate
- Shall have the required practical experience in providing the above services.
- Attach your company CR 12
- Attach valid AGPO certificates for special group firms.

SPECIFICATIONS ON PROCUREMENT OF EVENT EQUIPMENT AND AUXILLIARY SERVICES

Date of Function: 23RD July 2021
Expected Participants: 120 pax
Corporate Colours: Blue, Light Blue and red

No.	No. of Units (Qty)	Description (Stage, Lighting, Sound, Trussing and LED panels)	Unit Price Incl. of 16% VAT, service charge, extras and any other applicable Taxes and levies (Kshs.)	Total Price Incl. of 16% VAT, service charge, extras and any other applicable Taxes and levies (Kshs.)
9.	1	Quality Sound Public Address System for 200 guests <ul style="list-style-type: none"> ▪ Line Array DB TECH surround sound ▪ Enclosure. Bass-reflex type. ▪ Power Handling Capacity. Continuous program: 600W. ▪ Rated Impedance. 8Ω ▪ Sensitivity. 94dB (1W, 1m) ▪ Frequency Response. 70 – 20,000Hz (when using the optional DP-0206 Digital processor) ▪ Crossover Frequency. 3,500Hz. ▪ Directivity Angle. Horizontal: 90° ▪ Speaker Component. Low frequency: 10cm cone-type × 8. ▪ 5 goose – neck microphones ▪ 4 lapel microphones ▪ 4 wireless microphones ▪ 32channel mixer console 		
15.	100	Venue ambience lighting projecting kasneb corporate colours (Parcan lights)		
Other services				
16.	1	Entertainment plus professional DJ		
17.	1	Photography and videography		
18.	1	Live Streaming, Media relations including social media		
19.	1	Professional MC		

FOR OFFICIAL USE ONLY

Opened by:

Name

Signature

Signature: -----

1. -----

Company (Hotel) stamp: -----

2. -----

Contact Person: -----

3. -----

Tel. No. ----- Email Address-----

4. -----

Company PIN No----- VAT No -----

Date: -----

Date: -----