

# REPUBLIC OF KENYA



## KISUMU COUNTY ASSEMBLY

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### EXPRESSION OF INTEREST (EOI)

### LEASE OF OFFICE SPACE FOR NOMINATED MEMBERS

### (CAK/EOI/OS/NOM/2018/2019/01)

The County Assembly of Kisumu wishes to provide office accommodation to thirteen (13 No.) nominated members of the County Assembly as per statutory requirement.

The Assembly hereby invites eligible vendors to indicate interest in leasing their offices.

#### **Mandatory Requirements**

The interested bidders must:-

- attach the proof of ownership,
- valid tax compliance certificate,
- provide parking space for 1 No. Vehicle.
- be willing to enter into agreement with the County Assembly of Kisumu.
- be situated within the jurisdiction of the County Government of Kisumu as follows:-

(i) Market Milimani Ward	-	7 No
(ii) North Seme Ward	-	1 No.
(iii) West Nyakach Ward	-	1 No.
(iv) South West Kisumu Ward-		1 No.
(v) Chemelil Tamu Ward	-	2 No.
(vi) Railways Ward	-	1 No.

The offices must:-

- be accessible by all citizens including those living with different disabilities.
- be located in a strategically ideal and secure area.
- offer professional design for the MCA and a shared space by the Secretary and two office staff.

- Have piped water, toilets and electricity
- have a reception area

Qualified bidders shall be contacted for site visit arrangements and shall be invited to submit their proposals.

The proposal documents are to be enclosed in plain sealed envelopes clearly marked: Tender No. **CAK/EOI/OS/NOM/2018/2019/01** and Tender description: **OFFICE SPACE FOR NOMINATED MEMBERS OF THE COUNTY ASSEMBLY OF KISUMU** addressed to;

**THE CLERK  
COUNTY ASSEMBLY OF KISUMU,  
P.O. BOX 86-40100  
KISUMU, KENYA.**

And placed in the Tender box located at the Administration Building, next to Procurement office, Ground floor so as to be received on or before 11:00 A.M (East African Time) on Tuesday 7<sup>th</sup> May, 2019. Bids will be opened immediately thereafter in the County Assembly boardroom in the presence of bidders or their representatives who choose to attend.

Interested eligible bidders may download the advert free of charge from Kisumu County Assembly Website: [www.kisumuassembly.go.ke](http://www.kisumuassembly.go.ke). For any clarification regarding the tender, bidders can contact the office of the Clerk of Assembly, Administration Building 1<sup>st</sup> floor during normal workings days between **8:00 a.m – 1:00 p.m** and **2:00 p.m – 5:00 p.m**.

Late submission shall not be accepted.

**CLERK OF ASSEMBLY  
COUNTY ASSEMBLY OF KISUMU**