



BWASCO WATER AND SEWERAGE PLC

DATE: 19TH SEPTEMBER, 2025

1. The BWASCO Water and Sewerage PLC is a water service Provider Company operating within Bungoma County, of P.O Box 1005-50205 Webuye, invites applications for supplier listing for financial years 2025-2026 and 2026-2027 in the listed categories.
2. Listing will be conducted under competitive method using a standard listing document. Application is open to all qualified and interested contractors, service providers and suppliers.
3. All qualified and interested suppliers, service providers and contractors **MUST** ensure they have registered in the **Electronic Government Procurement system (e-GP)**. Evidence of registration **MUST** be submitted together with the application for listing.
4. Qualified and interested bidders may obtain further information and inspect the listing documents during office hours, i.e. 0900 to 1500 hours Monday- Friday to the address given below.
5. A complete set of supplier listing documents may be obtained electronically from the company's website(s) www.bwasco.or.ke or Public Procurement Information Portal (PPIP) website: www.tenders.go.ke **free of charge**
6. Completed listing documents should be submitted / deposited in the tender box placed at the entrance of the BWASCO building Webuye at reception, so as to be received on or before **Wednesday, 8th October, 2025 at 11:00 am**
7. The listing documents will be opened immediately after the deadline date and time specified above. The documents will be evaluated and successful contractors'/suppliers'/ consultants notified.
8. Reserved categories are encouraged to apply. These include Women, People with Disabilities (PWD) and Youth.

HEAD OF PROCUREMENT

BWASCO WATER AND SEWERAGE PLC



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DEPARTMENT OF PROCUREMENT AND SUPPLY CHAIN MANAGEMENT SERVICES

CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1 and either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business

You are advised that it is a serious offence to give false information on this form

Part 1 – General:

Business Name

Location of business premises.

Plot No..... Street/Road

Postal Address Tel No. Fax

E mail.....

Nature of Business

Registration Certificate No.

Maximum value of business which you can handle at any one time – Kshs.

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Name of your bankers Branch

Account No..... IFMIS No

Part 2 (a) – Sole Proprietor

Your name in full Age

Nationality Country of Origin

Citizenship details

Part 2 (b) Partnership

Given details of partners as follows:

S.N	Name	Nationality	Citizenship Details	Shares
1.				
2.				
3.				



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Part 2 (c) – Registered Company Private or Public

State the nominal and issued capital of company Nominal Kshs Issued Kshs.

Given details of all directors as follows

Name	Nationality	Citizenship Details	Shares

Date

Signature of Candidate

(If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.)



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EVALUATION CRITERIA

NO	EVALUATION CRITERIA	QUALIFICATION
1.	ATTACH A CERTIFICATE OF BUSINESS REGISTRATION OR CERTIFICATE OF INCORPORATION AS PER BUSINESS REGISTRATION SERVICE (BRS)	YES OR NO
2.	ATTACH THE CATEGORY OF APPLICATION LIST (AS PER ATTACHED LIST)	YES OR NO
3.	ATTACH K.R.A PIN CERTIFICATE	YES OR NO
4.	ATTACH A VALID KRA TAX COMPLIANCE CERTIFICATE	YES OR NO
5.	ATTACH CR 12 ACCOMPANIED WITH COPIES OF ID'S AS PER THE CR12 FOR COMPANIES AND SOLE PROPRIETORSHIP	
6.	ATTACH A VALID BUSINESS PERMIT (LOCAL CONTRACTORS MUST ATTACH A BUSINESS PERMIT FOR COUNTY GOVERNMENT OF BUNGOMA)	YES OR NO
7.	ATTACH A VALID REGISTRATION/ LICENCE / COMPLIANCE CERTIFICATE WITH RELEVANT AUTHORITY BODIES (N.C.A, NEMA, EPRA, MECHANICAL UNIT INSPECTION, TOURISM LEVY BOARD, SHA, NSSF, etc)	YES OR NO
8.	ATTACH A VALID CERTIFICATE FOR RESERVED CATEGORIES – WOMEN, YOUTH AND PEOPLE WITH DISABILITIES (PWD) ISSUED BY THE NATIONAL TREASURY	YES OR NO
9.	INDICATE WHETHER a. CITIZEN CONTRACTOR/ SUPPLIER b. RESIDENT CONTRACTOR / SUPPLIER	YES OR NO

NOTE:

- 1. ALL FILLED HARD COPY DOCUMENTS, IN CLEARLY MARKED ENVELOPS ARE TO BE DROPPED IN THE TENDER BOX LOCATED AT THE RECEPTION OF BWASCO ADMINISTRATION BUILDING (RECEPTION AREA) ON OR BEFORE WEDNESDAY 8TH OCTOBER 2025 AT 11.00.AM.**
- 2. ALL APPLICANTS MUST ALSO PROVIDE THE FOLLOWING INFORMATION AS PER THE TABLE**



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NO	REQUIREMENT	DETAILS TO BE FILLED BY APPLICANTS
1.	COMPANY NAME	
2.	CATEGORIES APPLIED FOR	
3.	PHYSICAL ADDRESS	
4.	DIRECTOR'S PHONE NUMBER	
5.	COMPANY EMAIL ADDRESS	
6.	COMPANY KRA PIN NUMBER	
7.	CORRECT IFMIS NUMBER	

FOR OFFICIAL USE ONLY

NAME OF OFFICER RECEIVING THE DOCUMENT

NAME..... SIGN..... DATE.....

OFFICERS WHO EVALUATED THE DOCUMENTS

NAME	SIGNATURE	DATE
1.		
2.		
3.		

RECOMMENDATIONS OF EVALUATION

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APPROVAL BY HEAD OF PROCUREMENT

NAME..... SIGN..... DATE.....



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CATEGORIES 2025-2026, 2026 - 2027

1. Supply and delivery of general office stationary
2. Supply and delivery of motor vehicle tires, tubes and batteries
3. Supply and delivery of staff uniforms, protective clothing, curtains, etc
4. Supply and delivery of hardware materials
5. Supply and delivery of local building materials
6. Supply and delivery of PPR,PVC, HDPE, GI pipes and fittings
7. Supply and delivery of water meters and fittings
8. Supply and delivery of water laboratory chemicals and fittings
9. Supply and delivery of water laboratory equipments
10. Supply and delivery of cleaning materials and detergents
11. Supply and delivery of catering items
12. Supply and delivery of printed accountable taper proof documents
13. Supply and delivery of Fuel, oil, lubricants, and cooking gas
14. Supply and delivery for office furniture and fittings
15. Supply and delivery of newspaper and magazines
16. Supply and delivery of tree seedling
17. Supply and delivery of computers, laptops, printers UPS, scanners and photocopiers, tonners
18. Supply and delivery of fresh cut flowers, monumental plants and potted plants
19. Supply and delivery of medals, honors, artifacts, trophies, flags/ flag posts, portraits, certificates and related items
20. Provision of repair and servicing of motor vehicles, motorbikes, generators, plants motor gardeners and equipment
21. Provision of general insurance services
22. Provision of motor vehicle insurance
23. Provision of car hire and transportation services
24. Provision of installation and maintaining of street lighting services
25. Provision of civil and building contractors renovation works



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26. Provision of routine maintenance of treatment plant access roads
27. Provision of construction, rehabilitation of water treatment plants, boreholes, and drainage facilities
28. Provision of servicing / supply of spare parts, mechanical tools for equipment and plants
29. Provision of repair and maintenance of office equipment, computer services and printers
30. Provision of catering and related services, hotel accommodation and conference facilities
31. Provision of installation of firefighting equipment
32. Provision of computers hardware, software and accessories
33. Provision of landscaping services
34. Provision of legal services
35. Provision of consultancy services on environmental impact assessment
36. Provision of consultancy services on energy audit
37. Provision of cleaning services
38. Provision of travel agency and air ticketing services
39. Provision of consultancy services for feasibility studies and baseline surveys
40. Provision of valuation services
41. Provision of repair and maintenance of office furniture and equipment
42. Provision of training capacity building and team building service
43. Provision of building and civil works consultancy services
44. Provision of security guarding services
45. Provision of branding and printing services, printing of caps, T-shirts, banners, books etc.
46. Provision of sanitary and fumigation services
47. Provision of architectural and interior design services
48. Supply and delivery of CCTV system, digital recording system and PABX equipment.
49. Provision of consultancy services, human resource management
50. Provision of recruitment and selection consultancy services
51. Supply and delivery of kitchenware, beauty and household equipment
52. Supply and delivery of workshop tools and equipment