



MINISTRY OF LABOUR AND SOCIAL PROTECTION

STATE DEPARTMENT FOR LABOUR AND SKILLS DEVELOPMENT

TENDER NOTICE

TENDER NOTICE FOR PROVISION OF PROFESSIONAL CLEANING SERVICES AND PROVISION OF SECURITY GUARD SERVICES FOR THE MINISTRY OF LABOUR AND SOCIAL PROTECTION FOR THE FINANCIAL YEAR 2024-2025/2025-2026/2027

The Ministry of Labour and Social Protection through the State Department for Labour and Skills Development invites eligible candidates to tender for provision of Professional Cleaning Services and provision of Security Guard services as indicated below:

S/No	Tender No.	Tender Description	Bid Security	Preference	Closing Date
1.	ML&SP/SDL& SD/OT/001/2024/2025 – 2026/2027	Provision Of Professional Cleaning Services	N/A	AGPO RESERVED FOR YOUTH, WOMEN AND PERSONS DISABILITIES	28th March 2025
2.	ML&SP/SDL& SD/OT/002/2024/2025 – 2026/2027	Provision Of Security Guard Services	100,000.00	OPEN	28th March 2025

A complete set of tender documents with detailed qualification criteria may be downloaded from the government tender portal www.tenders.go.ke or the State Department's website www.labour.go.ke free of charge.

Interested candidates Tenderers or designated representatives are invited to attend a mandatory prearranged pre-tender site visit on **Friday 21st March 2025 at 10:00a.m.** at the conference room located at **NSSF Building, Block A, Eastern Wing, 7th Floor** where further directions will be given.

Tenderers who download the Tender document are advised to register details of the firm name, postal and physical address, email and contact telephone number(s) for purposes of submitting any clarification and/or addenda to the Tender documents with the office of the Head of Supply Chain Management through procurement@labour.go.ke before the closing date.

Completed tender documents enclosed in plain sealed envelopes and marked with the tender number and reference name should be addressed to:

**The Principal Secretary
State Department for Labour and Skills Development
P.O. Box 40326-00100
Nairobi, Kenya
Tel: +254 (0) 2729800 /2727980-4**

And be deposited in the Tender Box situated at the entrance of Supply Chain Management Offices, 14th Floor, NSSF Building Block 'A' Eastern Wing so as to be received on or before **Friday 28th March, 2025 at 10.00 am.** No tenders shall be submitted electronically.

Prices quoted must be net inclusive of VAT, 0.03% Capacity Building Levy and all Government Taxes and must remain valid for one hundred fifty (150) days from the opening date of the tender.

Tenderers must submit a Bid Bond in the amount as indicated in the tender document in form of a bank guarantee from a reputable commercial bank or PPRA approved Insurance Company, valid for a period of thirty days (30) beyond the bid validity period.

The tender opening will take place immediately after closure of the tender at the Conference room located at **7th floor NSSF Building Block 'A' Eastern wing** in the presence of the candidates or their representatives who choose to attend.

Any canvassing will lead to automatic disqualification. Late tenders will not be accepted.

**Principal Secretary
State Department for Labour and Skills Development**