



INVITATION TO TENDER

TENDER NAME: PROPOSED PROVISION OF GROUP LIFE ASSURANCE FOR STAFF FOR ONE (1) YEAR

TENDER NO: PCF/01/2022-2023

1. PCF invites sealed tenders for proposed provision of Group Life Assurance for One (1) year.
2. Tendering will be conducted under open competitive method (National) using a standardized tender document. Tendering is open to ALL qualified and interested underwriters.
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours i.e 0900 to 1500 hours at the address given below.
4. Tender documents may be viewed and downloaded for free from the www.pcf.go.ke and www.tenders.go.ke. Tenderers who download the tender document must forward their particulars immediately to procurements@pcf.go.ke to facilitate any further clarification or addendum.

The procedures to be followed will be as follows:

- (a) Indicate full name of the organization
 - (b) Email address of the organization
 - (c) Telephone no of the organization
 - (d) Postal Address of the organization
5. All Tenders must be accompanied by a Tender Security from a Bank of Kenya Shillings Ten Thousand (Kshs 10,000.00) and valid for 198 days.
 6. The tenderer shall chronologically serialize all pages of the tender documents submitted.
 7. Completed Tenders must be delivered to the address below on or before **23rd September 2022 at 10:00am.** Electronic Tenders will not be permitted.
 8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderer's designated representatives and anyone who chooses to attend at the address below.
 9. Late Tenders will be rejected.

10. The addresses referred to above are:

A. Address for obtaining further information and for purchasing tender documents



Deputy Director, Supply Chain Management
Policyholders Compensation Fund
P.O Box 24203-00100, Nairobi
Tel 0794 582700
[Email -procurements@pcf.go.ke](mailto:procurements@pcf.go.ke)

B. Address for Submission of Tenders

Managing Trustee
Policyholders Compensation Fund
P.O Box 24203-00100, Nairobi
Tel -0794 582700
Tender Box located at the reception KWFT Centre 6th Floor

C. Address for Opening of Tenders

Boardroom
KWFT Centre 6th Floor
Policyholders Compensation Fund
P.O Box 24203-00100, Nairobi
Tel -0794 582700

Issued by: Deputy Director, Supply Chain Management	
Authorized by: Managing Trustee	

14th September 2022