



INTERNAL TENDER NOTICE FOR DISPOSAL OF OBSOLETE & UNSERVICEABLE STORES AND EQUIPMENT

The NGOs Co-ordination Board invites interested employees /bidders for the purchase of obsolete item as listed below: -

DISPOSAL OF BOARD'S MOTOR VEHICLES TENDER NO: NGOB/T003/2021-2022

NO.	ITEM	MAKE/MODEL	LOCATION
LOT 1	Motor Vehicle – KAW 581 Z	Mistubishi Pajero Station Wagon Station	NAIROBI Head office Visit 15th floor for viewing between working hours

Eligible candidate, Boards employees only may obtain tender documents from NGOs Board's Cash Office; 15th Floor of Co-operative Bank House, Haile Selassie Avenue, during normal office hours upon payment of a non-refundable fee of Kshs.1,000.00 in a Banker's Cheque in favour of The NGOs Co- ordination Board or direct deposit to Board's account no.01136030582102 Co-operative Bank House branch. The document may also be downloaded from the NGOs Co-ordination Board website www.ngobureau.go.ke free of charge. Bidders who download the tender document must arrange to register with NGOs Board the company name, postal and physical, and email and telephone address for the purposes of receiving any further tender clarifications and/or addendum's if need be on email procurement@ngobureau.go.ke

Tender documents duly completed should be submitted in plain sealed envelopes bearing appropriate reference number and description of tender on the envelope and deposited at the Tender Box located on Co-operative Bank House 15th floor, on or before Friday, 14th June 2022 by 11.00 a.m. or addressed to:

**The Executive Director
NGOs Co-ordination Board
P.O Box 44617 – 00100
NAIROBI**

Kindly note that the sale of all items will be on " AS – IS- WHERE – IS – CONDITION" and all interested bidders are advised to visit the respective location and carry out their own assessment before making their final quote.