



INVITATION TO TENDER NATIONAL COMPETITIVE BIDDING FOR PROCUREMENT OF OFFICE PREMISES

TENDER NO: IRA/197/2020-2021

The Insurance Regulatory Authority (IRA) and Capital Markets Authority (CMA) invites sealed bids from eligible candidates for the proposed purchase of office premises by the two Authorities within Upper hill area, Nairobi.

Tender documents may be obtained by interested tenderers upon payment of non-refundable fee of KShs. 1000 at the Cash Office, 6th Floor, Zep-Re Place, Longonot Road, Upper Hill during office hours between 0900 hours and 1500 hours. The tender documents may also be obtained electronically from the websites; www.ira.go.ke ; www.cma.or.ke or www.tenders.go.ke. Tender documents obtained electronically will be free of charge. Tenderers downloading documents from a designated websites **must forward their particulars immediately to procurement@ira.go.ke** for recording and for communication of any clarifications and addenda.

Completed tender documents shall be submitted in two envelopes that contain **TECHNICAL** and **FINANCIAL PROPOSALS** each in separate envelopes and enclosed in plain sealed envelopes, marked as particularly described in the tender document and addressed to: -

**Chief Executive Officer (CEO),
Insurance Regulatory Authority,
10th Floor, Zep-Re Place, Longonot Road, Upper Hill,
P.O. Box 43505 – 00100,
Nairobi, Kenya**

and be deposited in the tender box provided at the Insurance Regulatory Authority, Zep-Re Place, Ground Floor, Longonot Road, Upperhill, Nairobi, so as to be received on or before **Tuesday, 25th May 2021 at 11:00 a.m.**

Tenders will be opened immediately thereafter in the presence of tenderers or their representatives who choose to attend the opening at **10th Floor, Training Room, Zep-Re Place** on **Tuesday, 25th May 2021 at 11:00 a.m.**

Late tenders will be rejected.

**COMMISSIONER OF INSURANCE/CHIEF EXECUTIVE OFFICER
INSURANCE REGULATORY AUTHORITY**