



PUBLIC TENDER NOTICE

PRE-QUALIFICATION OF SERVICE PROVIDERS 2021-2023

Legal Resources Foundation Trust (LRF) is a national non-profit Civil Society Organization (CSO) whose vision is 'A Just and Equitable Society'. LRF promotes access to justice through human rights education, research, and policy advocacy, and is currently in the third year of implementing its Strategic Plan 2019-2023.

LRF invites expressions of interest for service provision in the following categories:

PRODUCT/ SERVICE CODES

SERVICE PROVISION CODE	LOTS/ CATEGORIES
H	HOSPITALITY/ HOTEL SERVICES
LRF/H/001/2021	Mombasa
LRF/H/002/2021	Naivasha
LRF/H/003/2021	Nakuru
LRF/H/004/2021	Kitui
LRF/H/005/2021	Machakos
LRF/H/006/2021	Kisumu
LRF/H/007/2021	Kisii
LRF/H/008/2021	Meru
LRF/H/009/2021	Kericho
LRF/H/010/2021	Isiolo
LRF/H/011/2021	Lodwar
LRF/H/012/2021	Embu
LRF/H/013/2021	Nairobi
LRF/H/014/2021	Eldama - Ravine
OSCAT	OUTSIDE CATERING SERVICES
LRF/OSCAT/015/2021	Provision of Outside Catering Services
ABBS	AIRBnB SERVICES, GUEST HOMES
LRF/ABBS/016/2021	Provision of AirBnB Services/ Guest Homes/ Cottages (Counties as above)
CON1, 2, 3 & 4.	CONSULTANCY SERVICES
LRF/CON1/017/2021	Consultancy 1: Provision of research, baselines, mid-lines, end-lines, assessments in thematic areas
LRF/CON2/018/2021	Consultancy 2: Provision of legal services (Pro bono, litigation, conveyancing, copyrights, plea bargaining, delivery of legal aid services): 47 Counties
LRF/CON3/019/2021	Consultancy 3: Provision of training/ capacity building services (legal, psycho-social, medico-legal)
LRF/CON4/020/2021	Consultancy 4: IEC/ BCC materials development, language translation services,
INS	INSURANCE SERVICES
LRF/INS/021/2021	Provision of insurance services: Property/life/ Health/ Vehicle/ WIBA
COUR	COURIER SERVICES
LRF/COUR/022/2021	Provision of courier services
DES	DESIGN AND MANUSCRIPT LAYOUT SERVICES
LRF/INS/023/2021	Provision of design and manuscript layout services for manuals, books, magazines, and other IEC and BCC Materials
PRINT	PRINTING AND PUBLICATION SERVICES
LRF/PRINT/024/2021	Provision of printing and publication of IEC/ BCC materials
AVS	AUDIO-VISUAL DEVELOPMENT SERVICES
LRF/AVS/025/2021	Development of Audio- Visual Materials/Documentaries/ Animations etc.
ILL	DEVELOPMENT OF ILLUSTRATIONS SERVICES
LRF/ILL/026/2021	Development of Illustrations (Cartoons/Murals/E-shots etc.)/
WEB	WEBSITE DEVELOPMENT SERVICES
LRF/WEB/027/2021	Website development and web-hosting
IT	PROVISION OF IT RELATED SERVICES
LRF/IT/028/2021	Provision of IT related services/ Application development services/ GSM services:
iNET	INTERNET RELATED SERVICES
LRF/iNET/029/2021	Provision of Internet related services
OEQUIP	OFFICE EQUIPMENT SERVICES
LRF/OEQUIP/030/2021	Provision of Laptops, Printers, Desktops, Scanners, Shredders etc.
CONSTR	CONSTRUCTION SERVICES
LRF/CONSTR/031/2021	Provision of construction, office repairs, partitions, interior décor and related services
FURN	OFFICE FURNITURE SERVICES
LRF/FURN/032/2021	Provision of Furniture
STAT	OFFICE STATIONERY
LRF/STAT/033/2021	Provision of Stationery
WAT	OFFICE WATER SUPPLY SERVICES
LRF/WAT/034/2021	Provision of office water/refill and related services
MOV	MOVER SERVICES
LRF/MOV/035/2021	Provision of mover and related services
RAD	RADIO AIRTIME SERVICES
LRF/RAD/036/2021	Provision of Radio Airtime and related services
MVM	MOTOR VEHICLE MAINTENANCE SERVICES
LRF/MVA/037/2021	Provision of Motor Vehicle Maintenance and related Services
CLEAN	OFFICE CLEANING SERVICES
LRF/CLEAN/038/2021	Provision of Office Cleaning and related Services
FUM	OFFICE FUMIGATION SERVICES
LRF/FUM/039/2021	Provision of Office Fumigation and related Services

For additional information, including on how to apply, please log onto our website on: www.lrf-kenya.or.ke/career

Deadline: Close of business: **Friday 18th June 2021**