



NATIONAL CONSTRUCTION
AUTHORITY

TENDER NO NCA/RFQ/115/2016-2017

**TENDER NAME: PROVISION OF FULLBOARD ACCOMMODATION AND
CONFERENCING FOR BOARD FINANCE TRAINING**

Introduction

The National Construction Authority (NCA) is a state corporation established by an Act of Parliament; the National Construction Authority Act No. 41 of 2011.

The Authority invites eligible bidders (Hotels in Naivasha) for provision of Full Board Accommodation and conferencing for its 19 members of staff and Board Members on 8th to 9th December 2016, check in 7th December and check out 10th December 2016. Eligible hotels **only** are requested to submit quotes to the undersigned contact address on or before 1st December 2016 at 11.00 am.

REF: RFQ	NCA/RFQ/2016-2017/115						
VENDER NAME							
P.O BOX							
QUOTATION DATE	28 th -Nov-16						
Dear Sir/Madam							
We invite you to quote for the following listed item(s)/services/Works. Your quote should be received on or before 01/12/2016 at 11:00:00 AM							

DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT COST	TOTAL COST	DELIVERY PERIOD	REMARKS	VALIDITY PERIOD
Accommodation and conference facilities for Board Training Course on finance 8 th - 9 th Dec 2016 (Check in 7 th and Check out 10 th Dec)	PAX	13					
Conference facilities for Board training Course on finance 8 th -9 th Dec	PAX	6					
Requirements (Cost be inclusive of P.A System and Projector)		1					
SUPPLIERS SIGNATURE,DATE & STAMP _____							

Sealed bids clearly indicating the tender Ref No and Tender Name should be sent to the following email address (procurement@nca.go.ke) or **be deposited at the National Construction Authority Offices Tender Box, Ninth Floor KCB Plaza, Kenya Road Upper Hill Nairobi** or addressed to;

**The Executive Director
National Construction Authority
KCB Plaza, 9th Floor, Kenya Road,**

**P. O Box 21046-00100,
NAIROBI
Cell: 0700021222**

**Manager Supply Chain
FOR: EXECUTIVE DIRECTOR**