



**TUSKER MATTRESSES LTD
TENDERS FOR PRE-QUALIFICATION OF MARKETING SUPPLIERS, 2019-2020**

Tusker mattresses ltd invites interested and qualified bidders to submit documents for the following Pre-qualification.

No.	Tender Number	Item Description of goods and services
CATEGORY A: PREQUALIFICATION FOR SUPPLY AND DELIVERY OF GOODS		
1	TML/PREQ/A/001/2019-2020	Supply and Delivery of Instore POS material e.g. danglers, price ticketing material and brochures
2	TML/PREQ/A/002/2019-2020	Supply and Delivery of Instore and Outdoor brand visibility material eggroll up banners, teardrops
3	TML/PREQ/A/003/2019-2020	Supply and Delivery promotional branded merchandise
4	TML/PREQ/A/004/2019-2020	Supply, delivery and installation of in store and outdoor branding materials e.g. backlit signage's, vinyl sticker application etc.
5	TML/PREQ/A/005/2019-2020	Supply of delivery of in store display materials e.g. promotional bins
6	TML/PREQ/A/006/2019-2020	Designing, printing and delivery of company magazines and publications
CATEGORY B: PREQUALIFICATION FOR PROVISION OF SERVICES		
1	TML/PREQ/B/001/2019-2020	Provision of PA and sound systems.
2	TML/PREQ/B/002/2019-2020	Provision of event management services
3	SDI/PREQ/B/003/2018-2019	Provision of advertising agency services
4	TML/PREQ/B/004/2019-2020	Provision of tent, chairs, tables hire services
	TML/PREQ/B/005/2019-2020	Provision of event branding and deco services

5	TML/PREQ/B/006/2019-2020	Provision of digitation marketing and social media management services
6	TML/PREQ/B/007/2019-2020	Provision of outside catering services
7	TML/PREQ/B/008/2019-2020	Provision of van hire services
8	TML/PREQ/B/009/2019-2020	provision of kids fun day services
9	TML/PREQ/B/010/2019-2020	Provision of videography and photography services
10	TML/PREQ/B/011/2019-2020	Provision of TVC production services

The interested candidate should submit the following document which will be used as evaluation criteria

1. A fully filled supplier listing form(attached)
2. Articles and Memorandum of Association
3. Certificate of incorporation
4. Business license or other registration document
5. Valid tax compliance certificate
6. Vat registration/exemption certificate
7. Reference letter from trade references listed in the supplier listing form(Form attached)
8. Copy of ID/Passport (for sole proprietors, partners and directors)
9. Company profile

Completed documents enclosed in plain sealed envelope marked tender number shall be addressed to:-

**THE CHIEF EXECUTIVE OFFICER
TUSKER MATTRESSES LIMITED
PO BOX 54280-00200
NAIROBI, KENYA.**

And be deposited at the reception of Tusker Mattresses Head office Mombasa road near Eastern Bypass close to JKIA so as to be received on or before 5pm 8th February, 2019.



TUSKER MATTRESSES LIMITED

Mombasa Road,
P.O. Box 54280, Nairobi, Kenya
Telephone: 821490/1/2/3/4/6 Fax: 821500
E-mail: info@tuskys.com

TUSKER MATTRESSES LIMITED SUPPLIER LISTING APPLICATION FORM			
THIS FORM IS TO BE COMPLETED IN BLOCK LETTERS			
DATE:			
COMPANY /BUSINESS INFORMATION			
COMPANY NAME:			
TYPE OF BUSINESS:	<input type="checkbox"/> Sole proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Company
POSTAL ADDRESS:	POSTAL CODE:	CITY:	COUNTRY:
PHYSICAL ADDRESS:			
TELEPHONE NUMBER: LANDLINE: MOBILE:		EMAIL ADDRESS:	
INCORPORATION CERTIFICATE NUMBER:		TRADING PIN:	
<i>Note: If a sole proprietor please provide details of the principal owner, for Partnerships or Limited Companies please provide details of at least two principals/directors.</i>			
PRINCIPAL/DIRECTOR 1		PRINCIPAL/DIRECTOR 2	
Name:		Name:	
Designation:		Designation:	
Telephone number (landline/mobile):		Telephone number (landline/mobile):	
Postal Address		Postal Address	
Email address:		Email address:	
Authorisation (please sign and affix company stamp):		Authorisation (please sign and affix company stamp):	
HAS THE COMPANY/BUSINESS APPLIED FOR SUPPLIER LISTING BEFORE?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
(IF YES) BRIEFLY OUTLINE THE REASONS FOR DENIAL OF LISTING:			

DETAILS OF COMPANY OPERATIONS: <input type="checkbox"/> Manufacturing <input type="checkbox"/> Trade <input type="checkbox"/> Service <input type="checkbox"/> Farming <input type="checkbox"/> Others (specify) (Tick as appropriate)		
NUMBER OF BRANCHES/LOCATIONS		
CREDIT TERMS		
<input type="checkbox"/> 30 days	<input type="checkbox"/> 60 days	<input type="checkbox"/> 90 days
TRADE REFERENCES		
TRADE REFERENCE 1		TRADE REFERENCE 2
Company name:		Company name:
Contact name and position:		Contact name and position:
Postal address:		Postal address:
Telephone number (landline/mobile):		Telephone number (landline/mobile):
Trading relationship:		Trading relationship:
BANKING INFORMATION		
BANK A/C NAME:		BRANCH:
BANK ACCOUNT NUMBER:		
FOR OFFICIAL USE ONLY		
Approved By:		Comments
Procurement Manager:		
Merchandising Manager:		
Procurement Director:		
SUPPLIER ACCOUNT SET UP (NAVISION)		
Pricing and Listing Supervisor:		Comments:
		Supplier A/c Code:

OTHER DOCUMENTS

The following documents are to be provided along with this form:

COPY OF DOCUMENTS TO BE PROVIDED:

- | | |
|---|--------------------------|
| 1. Articles and memorandum of association | <input type="checkbox"/> |
| 2. Certificate of Incorporation | <input type="checkbox"/> |
| 3. Business license or other registration document | <input type="checkbox"/> |
| 4. Valid tax compliance certificate | <input type="checkbox"/> |
| 5. VAT registration/ exemption certificate | <input type="checkbox"/> |
| 6. Reference letter from trade references noted above | <input type="checkbox"/> |
| 7. Copy of ID/passport (for sole proprietors, partners and directors) | <input type="checkbox"/> |

(Tick off if provided)