



COUNCIL OF LEGAL EDUCATION

TENDER NOTICE

The Council of Legal Education is established by the Legal Education Act No. 27 of 2012, Laws of Kenya (hereinafter the Council). The core functions of the Council include to regulate Legal Education and Training, Licence and Supervise Legal Education providers, Conduct the ATP Examination and advise the Government on matters relating to legal education and training.

In order to effectively and efficiently deliver its mandate, the Council invites eligible and competent candidates for the following tenders:

TENDER NO.	ITEM DESCRIPTION	ELIGIBILITY	TENDER SECURITY	CLOSING DATE AND TIME
CLE/01/2023-2024	PROVISION OF SECURITY SERVICES	OPEN TENDER	50,000.00	14 TH NOVEMBER, 2023 AT 10:00 A.M.
CLE/02/2023-2024	TWO YEAR FRAMEWORK CONTRACT FOR THE PROVISION OF ACCOMMODATION AND CONFERENCE FACILITIES FOR COUNCIL OF LEGAL EDUCATION	OPEN TENDER	NONE	14 TH NOVEMBER, 2023 AT 10:00 A.M.
CLE/REG/03/2023-2025	REGISTRATION OF SUPPLIERS FOR GOODS, WORKS AND SERVICES	AS INDICATED	NONE	14 TH NOVEMBER, 2023 AT 10:00 A.M.

REGISTRATION OF SUPPLIERS FOR GOODS, WORKS AND SERVICES FOR FINANCIAL
YEARS 2023/2024- 2024/2025

S/NO	CATEGORY OF GOODS AND SERVICES	TENDER NO.	ELIGIBILITY
1.	Supply of General Office Stationery and Computer Consumables	CLE/REG/01/2023-2025	Special Group
2.	Supply of Office Furniture, Equipment	CLE/REG/02/2023-2025	Open
3.	Supply and Delivery of Beverages	CLE/REG/03/2023-2025	Special Group
4.	Provision of Printing Services	CLE/REG/04/2023-2025	Special Group
5.	Provision of Branding services, printing of T-shirts, Caps, Banners and promotional Materials	CLE/REG/05/2023-2025	Special Group
6.	Repair and Servicing of Office Equipment	CLE/REG/06/2023-2025	Special Group
7.	Supply of Electrical Equipment and Fittings	CLE/REG/07/2023-2025	Open
8.	Supply of Motor Vehicle /Motor Cycle Tyres, Tubes and Batteries	CLE/REG/08/2023-2025	Open
9.	Provision of Air Travel Services(IATA registered firms only)	CLE/REG/09/2023-2025	Open
10.	Provision of Sanitary Services and Toilet Bins	CLE/REG/10/2023-2025	Special Group
11.	Supply of Cleaning Materials, Detergents and Soap	CLE/REG/11/2023-2025	Special Group
12.	Repair and Service of Motor Vehicles	CLE/REG/12/2023-2025	Open
13.	Provision of Insurance Brokerage services (General and Motor Vehicles)	CLE/REG/13/2023-2025	Open
14.	Provision of Office Fumigation and Pest Control services	CLE/REG/14/2023-2025	Special Group
15.	Supply and Installation of ICT related Hardware and Software (Proof of dealership/ Manufacturer's Authorization) attach ICTA Certificate	CLE/REG/15/2023-2025	Open
16.	Maintenance of ICT Related Hardware and Software (ICTA Certificate)	CLE/REG/16/2023-2025	Open

17.	Supply, Delivery, Installations, Configuration and Commissioning and Maintenance of Local Area Networks	CLE/REG/17/2023-2025	Open
18.	Supply, Delivery, Installation, Configuration and Commissioning and Maintenance of Surveillance and Access Control Systems	CLE/REG/18/2023-2025	Open
19.	Supply, Delivery, Installation, Configuration and Commissioning of Enterprise Business Systems (including ERP, CRM, Electronic document Management, Electronic Payment Solutions, Enterprise email/ Collaboration)	CLE/REG/19/2023-2025	Open
20.	Network and System Security Solutions	CLE/REG/20/2023-2025	Open
21.	Provision of ICT Professional Services (including ICT Advisory/ Consultancy, Compliance and Security Audit, Certifications of ICT Infrastructure)	CLE/REG/21/2023-2025	Open
22.	Provision of Tagging and Bar Coding of Assets	CLE/REG/22/2023-2025	Open
23.	Provision of Online Taxi Services	CLE/REG/23/2023-2025	Special Group
24.	Provision of Valuation of Immovable Assets Services	CLE/REG/24/2023-2025	Open
25.	Provision of Office Tea/Snacks/Lunch during Planned Council Events	CLE/REG/25/2023-2025	Special Group
26.	Provision of Courier Services	CLE/REG/26/2023-2025	Special Group
27.	Supply and Delivery of Newspapers and Periodicals	CLE/REG/27/2023-2025	Special Group
28.	Provision of General Maintenance and Repair Works	CLE/REG/28/2023-2025	Open
29.	Provision of Legal Services (You must attach Practicing Certificates)	CLE/REG/29/2023-2025	Open
30.	Supply and Delivery of Mineral water, 500ml and 18.9Ltrs	CLE/REG/29/2023-2025	Special Group
31.	Provision of Speed Governors & GPS Tracking Services for the Motor Vehicles and Motorcycles	CLE/REG/30/2023-2025	Open

Bidders who download the tender documents must register them by giving their contact details and tender reference to the procurement office using the Council's official email: info@cle.or.ke giving the following details:

Tender No: Description, Name of firm, Address and telephone Number.

Downloadable documents from the Websites are free of charge while hard copies for the tenders collected from the Council's Procurement office will cost a non-refundable fee of Kes. 1000/= payable to

Name: Council of Legal Education
Name of Bank: National Bank of Kenya
Account no: 01023033161101
Branch: Hill Branch

The cash deposit slips or bankers cheques will presented to the Cashier at the Council offices for receipting before issuance of the Tender documents.

Completed documents placed in plain sealed envelopes clearly marked with the appropriate tender description and number should be addressed and posted to the:

Secretary/Chief Executive Officer
Council of Legal Education
P.O Box 829-00502
KAREN
Tel +254 20 6980100

or be deposited in the tender box located at the Council Officers Karen Office Park, Acacia Block 2nd floor so as to be received on or before Tuesday 14th November 2023 at 10.00 A.M.

Tenders will be opened immediately thereafter at the Council's boardroom in the presence of tenderers or their representatives who wish to attend.

Council does not bind itself to accept the lowest tender or any tender.

Secretary/CEO
Council of Legal Education
P.O. Box 829 - 00502, Karen.
Nairobi Kenya

Ms. Jennifer Githin, HSC
Ag. SECRETARY/CHIEF EXECUTIVE OFFICER
COUNCIL OF LEGAL EDUCATION