

MINISTRY OF EDUCATION
STATE DEPARTMENT OF VOCATIONAL AND TECHNICAL TRAINING
SOTIK TECHNICAL TRAINING INSTITUTE



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11th June, 2025

**REGISTRATION OF SUPPLIERS AND SUPPLIER ONBOARDING / REGISTRATION
ON THE E-GP PORTAL**

SOTIK TECHNICAL TRAINING INSTITUTE invites applications from interested, eligible, capable individuals and firms for Registration of Suppliers and Services Providers for the Financial Years 2025/2026 & 2026/2027 Pursuant to Section 57 and 71 of PPAD Act, 2015 and Section 69 of the Regulations.

Suppliers are also required to self-register on the e-GP Portal that is accessible through www.egpkenya.go.ke.

Categories for Registration of Suppliers & Service Providers

| S/NO | TENDER NO | DESCRIPTION | ELIGIBILITY |
|------|----------------------|---|-------------|
| 1. | STTI/SR001/2024-2026 | Supply and Delivery of General Stationeries, Printer Cartridges, Toners and Ink etc. | Open |
| 2. | STTI/SR002/2024-2026 | Supply and Delivery of Detergents and Cleaning Equipment & Materials | Women |
| 3. | STTI/SR003/2024-2026 | Supply and Delivery of Printing and Branding Services e.g. Brochures, Examination Booklets, Accountable Documents, Calendars, Diaries, Banners and Posters, Staff/Students IDs etc. | PWD |
| 4. | STTI/SR004/2024-2026 | Supply and Delivery of Daily Newspapers and Periodicals | Youths |
| 5. | STTI/SR005/2024-2026 | Supply and Delivery of Branded Staff Uniforms, T-shirts and Caps etc. | Open |
| 6. | STTI/SR006/2024-2026 | Registration of Training Capacity Building on Human Resources, Surveys And Competency Needs | Open |
| 7. | STTI/SR007/2024-2026 | Supply and Delivery of Electrical Materials, Equipment and Accessories | Open |
| 8. | STTI/SR008/2024-2026 | Supply and Delivery of Fresh Milk, Dry and or Processed Foodstuffs, Green Groceries and Fruits, Meat & Meat Products, Poultry Products, Cooking Oil, Sugar, Tea Leaves and other food items | Open |
| 9. | STTI/SR009/2024-2026 | Supply and Delivery of Computer /Laptops/ Photocopiers/ Printers and Accessories/ Appliances, Mobile Phones, Projectors & other ICT Related Equipment & Materials | Open |
| 10 | STTI/SR010/2024-2026 | Supply and Delivery of Textbooks and Learning Materials and E-book(Electronic Book) | Open |
| 11 | STTI/SR011/2024-2026 | Supply and Delivery of Building Materials- Non-Hardware e.g Sand, Quarry Stones, Ballast, Hard-Core Stones, Quarry Dust | Youths |
| 12 | STTI/SR012/2024-2026 | Supply and Delivery of General Hardware Materials | Open |

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| 13 | STTI/SR013/2024-2026 | Supply and Delivery of Sports Uniforms and Equipment eg Balls, Nets etc | Open |
| 14 | STTI/SR014/2024-2026 | Supply and Delivery of Office Furniture, Fittings and Office Equipment | Open |
| 15 | STTI/SR015/2024-2026 | Supply and Delivery of Farm Inputs , Farm Tools and Equipment, Veterinary and Artificial Insemination Services | Open |
| 16 | STTI/SR016/2024-2026 | Provision of Building Construction, Fabrication and Painting Services for Small Works e.g. welding, plumbing, small constructions etc. | Youths |
| 17 | STTI/SR017/2024-2026 | Supply and Delivery of Medical Equipment and Supplies | Open |
| 18 | STTI/SR018/2024-2026 | Provision of Exhauster Services & Water Bowsers Services | Open |
| 19 | STTI/SR019/2024-2026 | Supply, Delivery and Installation of fumigation Equipment, and Supplies | Women |
| 20 | STTI/SR020/2024-2026 | Provision of Consultancy Services on Customer Satisfaction , Survey and Social Services etc | Open |
| 21 | STTI/SR021/2024-2026 | Provision of Information Management Systems e.g Websites, MIS, IFMIS & ICT, E-learning Platforms. | Open |
| 22 | STTI/SR022/2024-2026 | Provision of Servicing and Maintenance of School Machine Appliances/Photocopier/Printers | Open |
| 23 | STTI/SR023/2024-2026 | Provision of Servicing and Maintenance of Generators and Mechanical & Electrical Equipment etc | Open |
| 24 | STTI/SR24/2024-2026 | Provision of Firefighting Equipment, Servicing, Maintenance and Training | Women |
| 25 | STTI/SR026/2024-2026 | Provision of Valuation and Tagging of Assets Services | Open |
| 26 | STTI/SR027/2024-2026 | Supply & Delivery of Building, Plumbing and Masonry Training Equipment, Tools & Examination Materials | Youths |
| 27 | STTI/SR028/2024-2026 | Provision of Supply and Delivery of Public Address Systems, Decorations of Tents and Related Items etc. | Open |
| 28 | STTI/SR029/2024-2026 | Supply and Delivery of Petrol, Diesel, Oils, Lubricants & Cooking Gas and other petroleum products | Open |
| 29 | STTI/SR030/2024-2026 | Supply & Delivery of Hairdressing Training Tools & Equipment, Consumables, & Examination Materials | PWD |
| 30 | STTI/SR031/2024-2026 | Supply & Delivery of Food and Beverage Training Tools & Equipment, Consumables, & Examination Materials | Youths |
| 31 | STTI/SR032/2024-2026 | Supply & Delivery of Mechanical Training Tools & Equipment, Consumables, & Examination Materials | Youths |
| 32 | STTI/SR033/2024-2026 | Supply & Delivery of ICT, Business & General Studies Training Tools & Equipment, Consumables, & Examination Materials | Women |
| 33 | STTI/SR034/2024-2026 | Supply & Delivery of Fashion & Design Training Tools & Equipment, Consumables, & Examination Materials | Women |
| 34 | STTI/SR035/2024-2026 | Provision of General Insurance Services | Open |
| 35 | STTI/SR036/2024-2026 | Provision of Sanitary Disposal Services | Open |
| 36 | STTI/SR037/2024-2026 | Supply and Delivery of Spare Parts, Batteries, Car Tyres and Auto Parts, Generators and other Equipment. | Open |
| 37 | STTI/SR038/2024-2026 | Supply ,Delivery, Repair and Maintenance of CCTV, Intercom, Biometrics, Equipment and Security Related Devices | Open |

The Registration Documents containing the submission information, detailed terms and conditions may be downloaded from Institute's Website at <https://www.sotiktti.ac.ke> free of charge or The Public Procurement Information Portal at <https://tenders.go.ke>. or obtained from Sotik Technical Training Institute upon payment of a non-refundable fee of kshs 1,000 at Accounts Office during working hours. Suppliers registered by National Treasury under AGPO are required to fill AGPO REGISTRATION FORM and attach required documents **ONLY** which can be downloaded at <https://sotiktti.ac.ke/>.

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for



Registration closing date is on **Friday, 20th June 2025 at 3.00pm**. Tenders/Registration Documents will be opened immediately in presence of bidders or their representatives who choose to attend. Completed tender documents are to be enclosed in a plain sealed envelope marked with **Tender Name and Reference Number** and deposited in the Tender Box situated at **ADMINISTRATION BLOCK - SOTIK TECHNICAL TRAINING INSTITUTE** or be addressed to:-

CHIEF PRINCIPAL/BOG SECRETARY

SOTIK TECHNICAL TRAINING INSTITUTE

P.O BOX 895-20406

SOTIK

Existing Suppliers/Service providers are required to participate in order to be considered.

Sotik Technical Training Institute reserves the right to accept or reject any bid in whole or in part at its discretion.

Suppliers & Service Providers are further required to take note of The National Treasury and Planning Circular Ref. No. NT/PPD 1/3/14 Vol. VI which directs as follows:

SUPPLIER REGISTRATION IN THE E-GP PORTAL

Suppliers are required to self- register on the e-GP portal that is accessible through

www.egpkenya.go.ke. Procuring entities are therefore required to notify their registered suppliers on the following:

1. Suppliers may contact the support address indicated below in case of challenges faced during registration:
Email address: support@egpkenya.go.ke
Telephone: +254 (020) 3341030/3340400/3340433
2. Suppliers within Nairobi may visit e-GP offices situated on **6th Floor, Room 622 Treasury Building, Harambee Avenue** to receive registration assistance between **9.00 a.m.- 4.00 p.m.** Suppliers may also visit The National Treasury desk located in all Huduma Centres during office working hours.
3. Supplier Registration Module Manual is available on the e-GP Portal.
4. The National Treasury will be organizing weekly supplier registration webinar on Thursdays commencing **11th April 2025 to 30th May 2025**. Suppliers will be required to register for training through links provided on www.egpkenya.go.ke under Supplier Training Tab.. Only suppliers who have registered for the training will be invited to the webinar.

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