

KENYA FORESTRY RESEARCH INSTITUTE



INTERNAL MEMO

TO : SDD/F&A
FROM : DD/SCM
DATE : 11th SEPTEMBER, 2018

SUBJECT: QTN/014/2018 - 2019 – PURCHASE FOR COMPUTERS, LAPTOPS, UPS, AND PRINTER FOR TAITA TAVETA

1. Background

The institute would like to procure Computers, laptops, color Printer and Uninterruptable Power Supply (UPS) for KEFRI Taita Taveta Centre. The procurement requisitions were raised, dully authorized and received in procurement.

2. Method of Procurement

The method of procurement used was Request for Quotations. The following pre-qualified firms were invited to quote:-

1. Fusnel Enterprises Limited
2. Sakichi Supplies
3. Setlak Computer
4. Computercare Consultants Limited
5. Quinat Agencies
6. Network Four Office Solution Ltd
7. Interlink East Africa Ltd
8. Intermass Technologies E.A Ltd
9. Qualify Africa Solutions Ltd
10. Heri General Merchants Ltd

3. Response to Request for quotations:-

The following firms responded to Request for Quotations:-

1. Fusnel Enterprises Limited - B1

2. Sakichi Supplies	-	B2
3. Setlak Computer	-	B3
4. Heri General Merchant Limited	-	B4
5. Quinat Agencies	-	B5
6. Qualify Africa Solutions	-	B6
7. Network Four Office Solution Ltd	-	B7

4. Evaluation Committee

The following officers participated in the evaluation of the quotations:-

1. Timothy Wanjala	-	Chairing
2. Johnston Maganga	-	Member
3. Catherine Gitonga	-	Member
4. Kamau Thuo	-	Member
5. Patricia Soli	-	Secretary

5. Evaluation

5.1. Technical Evaluation

All the firms were successfully at the detailed technical evaluation and therefore they proceeded to the financial evaluation.

Item	Firm	Reason for failure	Firms that proceeded to Financial Evaluation Stage
Desktop Computers	Bidders:- i. Fusnel Enterprises Limited - B1 ii. Sakichi Supplies - B2 iii. Heri General Merchant Limited - B4 iv. Quinat Agencies - B5 v. Network Four Office Solution Ltd - B7	Failed due to lack of adherence to specifications that were required.	i. Setlak Computer - B3 ii. Qualify Africa Solutions - B6
Laptop Computer (Touch Screen)	Bidders:- i. Fusnel Enterprises Limited - B1 ii. Sakichi Supplies - B2 iii. Heri General Merchant Limited - B4 iv. Quinat Agencies - B5 v. Network Four Office Solution Ltd - B7	Failed due to lack of adherence to specifications that were required.	i. Setlak Computer - B3 ii. Qualify Africa Solutions - B6
UPS	Bidders:- i. Fusnel Enterprises Limited - B1 ii. Sakichi Supplies - B2 iii. Heri General Merchant Limited - B4 iv. Quinat Agencies - B5	Failed due to lack of adherence to specifications that were required.	i. Setlak Computer - B3 ii. Network Four Office Solution Ltd - B7

