



# Kenya Coast National Polytechnic

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## TENDER NOTICE

Kenya Coast National Polytechnic, situated along Kisauni Road, Mombasa, invites Interested and eligible candidates to tender for the Provision of Group Medical Insurance Services for staff members (**Medical Insurance Cover**).

Tender documents can be obtained from the Institute's Procurement Office during normal working hours (**Monday to Friday from 8:00am to 5:00pm**) upon payment of non-refundable fee of **Kshs. 1,000.00** (One thousand Kenya shillings only) payable to **Kenya Commercial Bank**, Treasury Square Branch, **Account No. 1106525027**. **However, we highly recommend that bidders download the document at [www.kenyacoastpoly.ac.ke](http://www.kenyacoastpoly.ac.ke)**. Tender documents downloaded will be free of charge. Those who download the tender documents and intend to submit a bid are required to submit their particulars to the Procurement Office or email their Name, Telephone Number, E-mail, and Postal Address to **[procurement@kenyacoastpoly.ac.ke](mailto:procurement@kenyacoastpoly.ac.ke)** for records and for the purpose of receiving any further tender clarifications and/or addendums.

Eligible candidates should submit a two-envelope bid marked "**ORIGINAL**" and "**COPY**" respectively as specified in the tender documents. Completed tender documents should be accompanied with a tender security of Kshs. 150,000 from the bank or a reputable insurance firm and are to be enclosed in plain sealed envelopes, clearly marked with the tender number and deposited in the tender box provided at Kenya Coast National Polytechnic Procurement Office, addressed to:

**The Chief Principal  
Kenya Coast National Polytechnic  
P.O. Box 81220-80100,  
Mombasa**

so as to be received on or before **FRIDAY 13<sup>TH</sup> November 2020 at 10:00AM**.

Documents will be opened immediately thereafter in the presence of the candidates or their representatives who choose to attend the opening at the **Polytechnic Board Room 1**, Administration Block.

The KCNP reserves the right to reject any tender application in whole or part. Canvassing will lead to automatic disqualification.

**Procurement Department  
Kenya Coast National Polytechnic  
FOR CHIEF PRINCIPAL**