



GATAMATHI WATER AND SANITATION COMPANY

P.O. BOX 93 -10204, KIRIA-INI.

TEL: 020-2032602

EMAIL: gatamathiwsp@gmail.com

**TENDER NO GTM/013/2021/2022—PROVISION FOR REPAIR AND
MAINTENANCE OF OFFICE EQUIPMENT AND ACCESSORIES**

MAY 2021

**GENERAL MANAGER,
GATAMATHI WATER AND SANITATION COMPANY
PO BOX 93-10204
KIRIA-INI.**

CONFIDENTIAL BUSINESS QUESTIONARE FORM

You are requested to give the particulars indicated in part 1 and either part 2 (a), 2(b) or 2(c) whichever applies to your type of business. You are advised that it is a serious criminal offence to give false information on this form.

Part 1.General Information

Business Name-----

Plot No-----

Street/Road-----

Postal Address-----Tel.No-----Fax-----

Email -----

Nature of Business-----

Registration Certificate No-----

VAT No-----PIN No-----

Maximum value of business which you can handle at any one time Ksh-----

Name of your bankers-----Branch-----

Part 2(a)-Partnership

Your name in full-----Age-----

Nationality-----Country of origin-----

Part 2(a) Proprietor

Give details of Partners as follows

Name, nationality and shares

Name	Nationality	shares
1. -----	-----	-----
2. -----	-----	-----
3. -----	-----	-----
4. -----	-----	-----

Part 2(c) Registered Company

Private or Public-----

State the Nominal and issued Capital of the company:-

Nominal Kshs-----

Issued Kshs-----

Give details of all Directors as follows:-

Name, Nationality and Shares

Name	Nationality	Shares
1. -----	-----	-----
2. -----	-----	-----
3. -----	-----	-----
4. -----	-----	-----

Signature of tenderer-----Date-----

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REF: GTM/013/2021/2022

PROVISION OF REPAIR AND MAINTAINANCE FOR OFFICE EQUIPMENT AND ACCESSORIES

Gatamathi Water and Sanitation Company is the Water Service Provider (WSP) that provides water and sanitation services to Mathioya Sub-county, Rwathia and Kihoya locations, in Kangema Sub-county and parts of Gatari location.

The Company is mandated to run Mathioya and Gatango Water schemes and improve the services of water and sanitation.

The company's main target is to provide quality water for every household.

The company has computers, laptops, printers and other office equipment which need to be serviced and repaired.

The company is willing to pre-qualify able and willing suppliers to be providing Office equipment and accessories repair and maintenance services.

GTM/013/2021-2022 PROVISION FOR REPAIR AND MAINTENANCE OF OFFICE EQUIPMENT AND ACCESSORIES

The company has the following:

- Desktops
- Laptops
- Printers and other equipment

Printers include the following:

- a. Hp color Laserjet cp 2020 series pcl6
- b. Hp Laser professional 1132 MFP

NO	DESCRIPTION
1.	Configuration of windows, Ms office, antivirus and pdf reader for any computer or laptop
2.	General service for the office equipment and accessories
4.	Installation of operations
5.	Troubleshooting
6.	Repair of components
7.	Networking
8.	Installation of Internet & Local Area Network Design

Officer's Name.....

Supplier/Manufacturer.....

Signature.....

Date.....**Official Stamp**