

To: All Members  
From: The CEO desk  
Date: February 22<sup>nd</sup> 2022  
Subject: **Disposal of Assets**

Dear valued member,

Amref Sacco invites offers from interested parties for the purchase of used various assorted items as set out hereunder: -

**SCHEDULE OF ITEMS - ICT RELATED ASSORTED ITEMS**

LOT	DESCRIPTION	QUANTITY
1	Computer monitors	5
2	Key boards	5
3	CPU	4
4	Printers	4
5	UPS	10
6	Toshiba Laptop	1
7.	Epson LQ	2
8.	PABX	1

**CONDITIONS OF SALE**

- (1) Sale will be on “AS – IS – WHERE- IS” basis.
- (2) Viewing of the mentioned items will strictly be on **4<sup>th</sup> March 2022 from 1PM – 4PM** at AMREF SACCO offices, 2<sup>nd</sup> floor Amref Building.
- (3) Letters of awards and regrets shall be sent to all bidders who will participate in this tender.
- (4) Payment terms are strictly through Bankers Cheque within 14 days from awarding the items. Collection WILL ONLY BE UPON FULL PAYMENT.
- (5) Interested candidates may download the bidding documents from Amref Sacco website ([www.Amrefsacco.org](http://www.Amrefsacco.org)) fill in the interested items and drop the completed bidding documents in a sealed envelope and deposited in the Bidding Box labeled “Sale of used ICT and assorted items” near the Main reception at Amref KCO office near Wilson Airport on or before **Friday 11<sup>th</sup> March 2022 at 12noon.**

Yours Faithfully,



James Warui  
Chief Executive Officer



**AMREF SACCO BIDDING DOCUMENT 2022.**

**SCHEDULE OF ITEMS - ICT RELATED ASSORTED ITEMS**

<b>LOT</b>	<b>DESCRIPTION</b>	<b>QUANTITY AVAILABLE</b>	<b>BID QUANTITY</b>	<b>BID PRICE PER ITEM</b>	<b>TOTAL AMOUNT</b>
1	Computer monitors	5			
2	Key boards	5			
3	CPU	4			
4	Printers	4			
5	UPS	10			
6	Toshiba Laptop	1			
7	Epson LQ	2			
8	PABX	1			

**BIDDERS DETAILS**

NAME OF ORGANISATION/ INDIVIDUAL : \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

TELEPHONE CONTACT : \_\_\_\_\_

CONTACT PERSON : \_\_\_\_\_