



**PEST CONTROL PRODUCTS BOARD**  
(A Statutory Organization of the Kenya Government)

**NOTICE**

**REQUIREMENT FOR OFFICE SPACE WITHIN KISUMU CITY**

The Pest Control Products Board (PCPB) is a statutory organization of the Kenya Government established under The Pest Control Product Act, Cap 346 of 1982, Laws of Kenya to regulate the importation, exportation, manufacture, distribution, use and disposal of Pest Control Products.

The PCPB requires between 800 to 1000 square feet of office space for its office based in Kisumu City. Interested and eligible property owners or duly authorized agents are requested to submit applications for provision of office space, indicate the rent payable per month and provide the Terms and Conditions of Lease. Further information and necessary documents may be obtained (at no cost) from the Board's Western Regional office based in Kisumu City, Varsity Plaza, Kenyatta Avenue, 1<sup>st</sup> Flr Kekobi Block, Room 1D during normal office working hours and on the Board's Website [www.pcpb.or.ke](http://www.pcpb.or.ke) Telephone Contacts Kisumu office: 020-8068933 and E-mail: [ksm@pcpb.or.ke](mailto:ksm@pcpb.or.ke)

Tenderers will be required to submit copies of the following mandatory documents and information:

1. Incorporation/Registration Certificate
2. Trade License
3. A **Current** KRA Tax Compliance Certificate, PIN Certificate and VAT Certificate
4. Audited Accounts for the last 2 years
5. A copy of the Company Profile giving details of the bidder

Completed applications in plain sealed envelopes clearly marked "Leasing of Office Space to PCPB" should be addressed to:

The Regional Manager,  
Pest Control Products Board Western Regional Office  
P.O. Box 2757-40100,  
**KISUMU**

and deposited in the Tender Box located in the Board's Western Regional office Kisumu City, Varsity Plaza, Kenyatta Avenue, 1<sup>st</sup> Floor Kekobi Block, Room 1D on or before Friday 13<sup>th</sup> January 2012, 10.30am. Applications will be opened immediately thereafter in the same office in the presence of candidates or representatives who may wish to attend.

The Board reserves the right to accept or reject any tender without assigning any reasons for the decision.

**MANAGING DIRECTOR/SECRETARY**  
**PEST CONTROL PRODUCTS BOARD**

**PRICE SCHEDULE**

<b>SPACE AVAILABLE (in Sq. Ft)</b>	<b>CHARGE PER SQUARE FOOT (Ksh.)</b>	<b>RENT PAYABLE PER MONTH (Ksh. and inclusive of all costs such as taxes)</b>	<b>TOTAL ANNUAL RENT (in Ksh. and for 12 MONTHS)</b>	<b>REMARKS</b>

**NB**

**Tenderer to make a statement on preferred payment mode and preferred lease period here below:**

**Tenderers Full Name (and official stamp) .....**

**Tenderers Contacts (telephone and Box) .....**

**Tenderers Signature .....**