



THE PRESIDENCY  
MINISTRY OF INTERIOR & CO-ORDINATION OF  
NATIONAL GOVERNMENT  
NATIONAL POLICE SERVICE



**INVITATION TO EXPRESSION OF INTEREST  
PROVISION OF HUMAN RESOURCE INFORMATION MANAGEMENT  
SYSTEM**

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The Ministry of Interior & Co-ordination of National Government intends to acquire a personnel records and nominal roll management information system for the National Police Service to manage large numbers of police officers/staff to replace the current manual method. The new system is expected to enhance efficiency by digitizing personnel records, establishments, strength, shortfalls, recruitment, promotions and deployments with a view to generating timely, accurate and efficient records for the National Police Service.

**ELIGIBILITY AND QUALIFICATION CRITERIA.**

In order to source for suitable bidder to supply, deliver and implement electronic personnel records and nominal/seniority roll management information system, the National Police Service invites duly eligible firms to indicate their interest for supply, installation, testing and commissioning of the aforesaid system. To be eligible and considered qualified to submit a proposal, firms must submit their company profile and all other relevant information demonstrating their capability, experience and competences to undertake the above assignment and to specifically demonstrate the concept of this solution in addition to providing proposal for a service level agreement that will constitute the main part of the annual technical and systems support contract as well as the standard daily on-site support resources. The firm shall avail structured documentation that will contain solution design, installation manuals and system policies. The system shall ensure effective and accurate personnel records are maintained and integral nominal roll report is generated to assist the National Police Service Headquarters make accurate decisions.

Interested bidders may download the complete set of the tender document from the Ministry of Interior and Co-ordination of National Government website: <http://www.interior.go.ke>, the National Police Service website: <http://www.nationalpolice.go.ke> and the National Treasury IFMIS tender portal: <http://supplier.treasury.go.ke> using – link to GOK tenders. Interested candidates that have downloaded the bidding documents should forward Company name and email address, contact person with functioning office telephone numbers to the Procurement office at Jogoo House 'A' 3rd floor during normal working hours from 8.00 am to 5.00pm, East African time.

Completed Expression of Interest with all supporting documents in plain sealed envelope marked 'Expression of Interest for Provision of Human Resource Information Management System' and addressed to:

**Inspector General of Police  
National Police Service  
P.O. Box 44249-00100  
NAIROBI**

shall be deposited in the tender box located at the ground floor of Jogoo House 'A' so as to be received on or before 10.00 am Wednesday, 20<sup>th</sup> December 2017. Submissions will be opened immediately thereafter at the National Police Service VIP boardroom. Tenderers or their representatives who may wish to attend are invited.

Late submissions shall not be accepted.

**HEAD, SUPPLY CHAIN MANAGEMENT  
FOR: THE INSPECTOR GENERAL**