



## REQUEST FOR QUOTATION

Lavington Security Limited invites Quotation from eligible firms to supply goods/items and provision of the following services for the year 2023/2024 Financial year.

SN	PARTICULARS	STATUS	ELIGIBILITY	CLOSING DATE
RFQ/20/23/001	Printing papers white A4	Open	Registered Firm	16/05/2023
RFQ/20/23/002	Printing papers colored A4	Open	Registered Firm	16/05/2023
RFQ/20/23/003	4q counter books	Open	Registered Firm	16/05/2023
RFQ/20/23/004	3q counter books	Open	Registered Firm	16/05/2023
RFQ/20/23/005	2q counter books	Open	Registered Firm	16/05/2023
RFQ/20/23/006	Hp pencils	Open	Registered Firm	16/05/2023
RFQ/20/23/007	Plastic ruler	Open	Registered Firm	16/05/2023
RFQ/20/23/008	Sticky notes	Open	Registered Firm	16/05/2023
RFQ/20/23/009	Box files	Open	Registered Firm	16/05/2023
RFQ/20/23/010	Spring files	Open	Registered Firm	16/05/2023
RFQ/20/23/011	Tender thread	Open	Registered Firm	16/05/2023
RFQ/20/23/012	Rubber bands	Open	Registered Firm	16/05/2023
RFQ/20/23/013	Paper clips	Open	Registered Firm	16/05/2023
RFQ/20/23/014	Staple pins 24/6	Open	Registered Firm	16/05/2023
RFQ/20/23/015	Green cello tape	Open	Registered Firm	16/05/2023
RFQ/20/23/016	Embossed covers	Open	Registered Firm	16/05/2023
RFQ/20/23/017	Clear covers	Open	Registered Firm	16/05/2023
RFQ/20/23/018	A5 notebooks	Open	Registered Firm	16/05/2023
RFQ/20/23/019	Writing pad	Open	Registered Firm	16/05/2023
RFQ/20/23/020	Stamp pad ink	Open	Registered Firm	16/05/2023
RFQ/20/23/021	Carbon copy papers	Open	Registered Firm	16/05/2023
RFQ/20/23/022	A4 envelopes brown	Open	Registered Firm	16/05/2023
RFQ/20/23/023	A3envelopes brown	Open	Registered Firm	16/05/2023
RFQ/20/23/024	DI envelopes brown	Open	Registered Firm	16/05/2023
RFQ/20/23/025	Window envelopes	Open	Registered Firm	16/05/2023
RFQ/20/23/026	White board markers	Open	Registered Firm	16/05/2023
RFQ/20/23/027	Permanent marker	Open	Registered Firm	16/05/2023
RFQ/20/23/028	White out	Open	Registered Firm	16/05/2023
RFQ/20/23/029	Pin remover	Open	Registered Firm	16/05/2023
RFQ/20/23/030	highlighter	Open	Registered Firm	16/05/2023
RFQ/20/23/031	Crystal biro pens big	Open	Registered Firm	16/05/2023
RFQ/20/23/032	Office stamp	Open	Registered Firm	16/05/2023
RFQ/20/23/033	Artline pens	Open	Registered Firm	16/05/2023
RFQ/20/23/034	Clear cello tape3"	Open	Registered Firm	16/05/2023
RFQ20/23/035/	Plastic folder	Open	Registered Firm	16/05/2023
RFQ/20/23/036	Paper punch	Open	Registered Firm	16/05/2023
RFQ/20/23/037	stapler	Open	Registered Firm	16/05/2023
RFQ/20/23/038	Folder pockets	Open	Registered Firm	16/05/2023
RFQ/20/23/039	Sign here pop up flags	Open	Registered Firm	16/05/2023
RFQ/20/23/038	Tonner cadrige 05A	Open	Registered Firm	16/05/2023
RFQ/20/23/039	Tonner cadrige 36A	Open	Registered Firm	16/05/2023
RFQ/20/23/040	Tonner cadrige TK 1120	Open	Registered Firm	16/05/2023
RFQ/20/23/041	Tonner cadrige TK 3150	Open	Registered Firm	16/05/2023

Interested firms to download the RFQ and duly fill **CONFIDENTIAL BUSINESS**

**QUESTIONNAIRE and submit via email or/and plain sealed envelopes marked RFQ number addressed to:**

The Procurement Officer  
Lavington Security Limited  
P.O. Box 76283 - 00805  
**Nairobi**  
**Email:** [info@lavingtonsecurity.co.ke](mailto:info@lavingtonsecurity.co.ke)  
**Tel:** 0722139212