



WANA/EDU/1/1/2024

Date: 9TH JANUARY 2024

TENDER

MEMBERS EDUCATION AND STRATEGIC PLAN LAUNCH LIVE STREAMING SERVICE

Wana-Anga Savings and Credit Cooperative Society Limited (SACCO) is a registered deposit-taking society based in Nairobi with a membership of over 3,000 spread across the country. The society is in the process of procuring a virtual meeting live streaming services to allow hybrid Members Education and launch of their 2024-2028 Strategic Plan. The society invites quotation for the provision of the said service scheduled for February 10th 2024 against the following specifications;

Online meeting service shall include;

- a) Sufficient network bandwidth or a Dedicated Internet Line (4G and above)
- b) At least two (2) Video display screens of size 65inch or better
- c) Ability of members to join in virtually with video, audio, meeting chat, and in-room video conference support;
- d) High-quality Public Address system (Amplifier, Mixer)
- e) At least three (3) high-quality Cordless Microphone
- f) At least one (1) Podium with a Podium Microphone
- g) Sufficient LIGHTING System
- h) At least three (3) high quality video Cameras
- i) Live Streaming activities to major social media platforms (Youtube, Facebook among others)
- j) At least 1 Video Mixer and 1 Encoder
- k) A platform with webinar ADON for at least 1000 PAX
- l) Ability to get major mainstream media to cover the event will be an added advantage

Bidders are required to submit their quotation via email (**procurement@wana-anga.co.ke**) or hand delivered at the Wana-anga office situated in Kenya Meteorological Department Headquarters, Dagoretti corner on Ngong road **on or before 17th January 2024** by the latest **4.00 PM**. The quotations should have the following documents attached;

- a) Company registration certificate/Business name registration certificate
- b) Letter of recommendation from the completion of at least three (3) successful tenders in this field.
- c) The KRA pin certificate.

The quotation should be addressed to; **The Chief Executive Officer, Wanaanga Sacco LTD, P. O. Box 34680-00100, Nairobi. Subject; EDU 2024 ONLINE SYSTEM.**

NOTE: The winner shall be required to conduct one (1) dry/test runs before the actual Education day.