



UNIVERSITY OF KABIANGA
ISO 9001:2015 CERTIFIED

REGISTRATION OF SUPPLIERS FOR VARIOUS GOODS, WORKS AND SERVICES FOR THE YEAR 2026-2028

REGISTRATION FORM - REF NO: UOK/REG/001/2026/2027

COMPANY NAME:

BUSINESS REGISTRATION NUMBER (BRS).....

BUSINESS EMAIL.....

BUSINESS CONTACT (MOBILE NO.).....

COUNTY WHERE BUSINESS IS LOCATED/OPERATES.....

EGP SYSTEM REGISTRATION NO.....

CATEGORY APPLIED

NO.	CATEGORY NUMBER	CATEGORY DESCRIPTION
1		
2		
3		

Note: you are allowed to apply up to a maximum of three (3) categories per firm provided that the firm is registered to deal with the categorized items.

SUBMISSIONS OF REGISTRATION DOCUMENTS

The original registration form shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the applicant. Any such corrections must be initialed by the person or persons who sign(s) the registration form.

An authorized representative of the Applicants should initial all pages of the registration form.

Completed registration form and attachments can be submitted in soft through email address: suppliers@kabianga.ac.ke or hardcopy to the Procurement Office addressed to;

**The Vice Chancellor,
University of Kabianga
P.O. Box 2030 – 20200
Kericho**

REGISTRATION EVALUATION CRITERIA

Mandatory Requirements for registration

NO.	Evaluation Attribute	Parameters	Supplier Remarks	UOK Remarks
1	Registration form (page 1 above)	Dully filled		
2	Certificate of registration/Incorporation	Attach		
3	CR 12	Attach		
4	Directors' IDs	Attach		
5	AGPO Certificate	Special groups (Women, Youth, PWD) to attach		

DIRECTORS

Give details of Directors as follows:

Name	Nationality	Citizenship Details	Shares
1			
2			
3.....			
4			
5			

CERTIFICATION:

I, the undersigned, certify that to the best of my knowledge and belief, these bio data correctly describe me, my qualifications and my experience.

Date: _____

Signature and stamp: _____ (Staff Member or authorized official from the firm)