EGERTON UNIVERSITY SACCO SOCIETY LIMITED

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REQUEST FOR QUOTATION (RFQ)

PROVISION OF CASH IN TRANSIT (CIT) SERVICES

RFQ Reference: **EUSACCO/RFQ/CIT/2027**

Egerton University Sacco Society Limited invites quotations from eligible, qualified and reputable security firms for the provision of Cash in Transit (CIT) services for a period of one year.

1. Scope of Services

The successful service provider will be required to provide secure, reliable and professional cash transportation services between the Sacco branches and designated locations as outlined below.

2. Estimated CIT Schedule

From	Destination	Estimated Trips per Month	Distance (To & Fro)
Nakuru Town	Egerton University SACCO	4	46 km
Kisii Town	Kisii University SACCO	3	8 km
Nyahururu Town	Laikipia University SACCO	3	24 km

The above schedule is indicative and may be adjusted depending on operational requirements.

3. Minimum Requirements

Interested firms should demonstrate the ability to:

1. Provide professional and reliable Cash in Transit services for a period of one year.
2. Deploy trained, experienced and properly identified uniformed personnel.
3. Provide appropriate security vehicles, equipment and communication systems.
4. Maintain comprehensive insurance cover for CIT operations.
5. Guarantee confidentiality, integrity and professionalism in handling Sacco operations.
6. Respond to special assignments within a maximum of one (1) hour upon receiving instructions.
7. Ensure all movements are undertaken during daytime and in accordance with agreed schedules.
8. Provide quarterly reports highlighting operational challenges, security concerns and other relevant observations.

4. Information to Accompany the Quotation

Interested firms should submit the following:

- Company profile and relevant experience in providing CIT services.
- Valid business registration documents.
- Relevant security sector licences and statutory approvals.
- Evidence of comprehensive insurance cover.
- Details of available vehicles, equipment and trained personnel.
- At least two references from organisations currently or previously served.
- A detailed financial quotation indicating the cost per trip for each route and any applicable additional charges.
- Applicable taxes and the validity period of the quotation.

5. Submission of Quotations

Interested firms are invited to submit their quotations by email to: **procurement@egertonsacco.coop**

The email subject should read:

RFQ – PROVISION OF CASH IN TRANSIT SERVICES

Submission Deadline: Tuesday, 8th December 2026.

Late submissions will not be considered.

6. Evaluation and Award

The Sacco reserves the right to evaluate quotations based on compliance with the stated requirements, technical capacity, experience, security arrangements and financial competitiveness.

The Sacco is not obligated to accept the lowest-priced quotation and reserves the right to accept or reject any quotation in accordance with its procurement requirements.