



Nairobi Office

Nairobi, 06th AUGUST 2025

**REF: Tender Expo Stand construction for the Italian Trade Agency.
Big 5 Construct Kenya 2025, November 5-7, 2025, Sarit Expo Centre
Nairobi, Kenya.**

Dear Sir/Madam,

We hereby invite you to participate in the above-mentioned tender.

The subject of this invitation to tender is all supplies and services - including design, graphics, manufacture, transport, construction, maintenance and insurance during the fair and dismantling of the exhibition stand to be commissioned by the Italian Trade Agency.

The stand is to be designed as a joint stand for Italian exhibitors at **Big 5 Construct Kenya 2025**, which will be held from **5th - 7th November 2025 at the Sarit Expo Centre, Nairobi, Kenya.**

The criteria for awarding the contract are the conformity of the submitted bid with the requirements listed in the terms of tender and on the criterion of the most economically advantageous offer identified based on the best quality/price ratio.

The evaluation of the technical offer and the economic offer will be carried out by a Commission selected and appointed under article 12 of the DM 192/17, based on the following scores:

ICE – Italian Trade Commission
Trade Promotion Section of the Italian Embassy
UN Crescent, Gigiri,
Nairobi - P.O. Box 63389 - 00619
T. +254 205143579
E-mail: nairobi@ice.it
www.ice.it

Certificate N. 38152/19/S
ISO 9001 / UNI EN ISO 9001:2015

Member of CISQ Federation



EVALUATION CRITERIA	EVALUATION SCORE <i>(To be filled by the commission)</i>	MAXIMUM SCORE (OUT OF)
1. Quality of Furniture		15
2. Quality Structure and Material		15
3. Quality of the lighting system		10
4. Quality of Design and Graphics		20
5. Price		40
TOTAL		100

Please find all the following documents regarding the tender conditions under the following link: [BIG 5 CONSTRUCT KENYA 2025 - TENDER DOCUMENTS](#)

1. Supplier form of offer – ANNEX A
2. Technical Specifications – ANNEX B
3. Special Tender Specifications – ANNEX C
4. Digital management declaration -ANNEX D
5. Post-employment clause
6. Floor Plan - Italian Pavilion set up

Based on the aforementioned tender conditions, we request that you prepare a tender and send it to us in 2 hardcopies (an original and a copy) form by not later than Thursday, 28th of August 2025, 12:00 noon (EAT), in a sealed envelope (Labelled: Tender BIG 5 CONSTRUCT KENYA 2025) to the following address:

Personal/confidential

ICE – Italian Trade Agency, Nairobi Office

The Embassy of Italy, Nairobi.

United Nations Crescent Road, Gigiri, Nairobi.

Tender BIG 5 CONSTRUCT KENYA 2025 – CIG TBC

The bidder shall submit the documents in three separate envelopes, each of them closed and labelled, as follows:

1. Envelope "Documents":

- Special tender specifications (undersigned)
- Technical specification (undersigned)
- Digital management declaration for direct contracts above € 40,000.00
- Post-employment clause

2. Envelope "Technical offer 162 sqm – Main Pavilion":

- Technical offer without prices clearly showing the rendering, drafts, floor plans, perspectives to be expected and attachments of previous experiences in constructions of national pavilions in occasion of international trade shows (over 150 sqm) etc.
- Technical descriptions in accordance with the requirements formulated in the submission conditions.
- Sampling if needed

3. Envelope "Contract offer 162 sqm – Main Pavilion":

- Contract offer with indication of the price in two undersigned copies.

All the above documentation, as specified in the "special tender specification" document is referring to 162 sqm Italian pavilion construction.

If this is not done, your bid will not be considered. Bids received later than Thursday, 28th of AUGUST 2025, 12.00 noon (EAT) will also not be considered.

For further information please contact Mr. Sylvester Gichobi through our official email address (nairobi@ice.it), Mobile phone no. +254 759 226 517

Best regards,
Giuseppe Manenti
Director - Nairobi Office
With competence for Tanzania and Eritrea

Giuseppe Manenti

Firmato da
Giuseppe Manenti
Data: 06/08/2025
14:50:25 CEST