



Nairobi Office

Nairobi, 31st March 2026

**REF: Tender Expo Stand construction for the Italian Trade Agency.
GITEX KENYA, MAY 19 - 21 2026, Kenyatta International Convention Centre
(KICC), 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 **GITEX KENYA 2026**, which will be held from 19th - 21st March 2026 at the Kenyatta International Convention Centre (KICC), Nairobi, Kenya.

Attention: It's important to note that Gitex Kenya 2026 is a special expo fair where the Italian pavilion will be located at the temporary tent (*Hall 3 - Global Innovation Hub at KICC*). Hence, the stand building contractor is expected to propose the best design layout of the open space for 10 Italian companies where each Italian company has a point of reception that is interactive. Furthermore, in the pavilion there will be a Presentation arena that should accommodate 15-20 seats arranged in theatre style.

ICE – Italian Trade Commission
Trade Promotion Section of the Italian Embassy
UN Crescent, Gigiri,
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www.ice.it

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



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:

EVALUATION CRITERIA	POINTS	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: [GITEX KENYA 2026- 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
7. Official Floor Plan - Fair Organizer

Based on the aforementioned tender conditions, we request that you prepare a tender and send it to us in 2 hard copies (an original and a copy) form by not later than Wednesday, 15th of APRIL 2026, 11.00 AM (EAT), in a sealed envelope (Labelled: Tender GITEX KENYA 2026) to the following address:

Personal/confidential

ICE – Italian Trade Agency, Nairobi Office

The Embassy of Italy, Nairobi.

United Nations Crescent Road, Gigiri, Nairobi.

Tender GITEX KENYA 2026 – 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 136 sqm – Kenyatta International Convention Centre (KICC) - Hall 4, Global innovation Hub ”:**
 - 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 100 sqm) etc.
 - Technical descriptions in accordance with the requirements formulated in the submission conditions.
 - Sampling if needed

- 3. Envelope "Contract offer 136 sqm – Kenyatta International Convention Centre (KICC) - Hall 4, Global innovation Hub ”:**
 - 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 136 sqm Italian pavilion construction.



ITALIAN TRADE AGENCY

N.B. As at the time of sending the tender we are yet to ascertain the final resources to be allocated for the tender. Therefore, the Italian Trade Agency will explore either of the two options subject to the available funds allocated by the head office. More details can be found in the Special Tender Specifications document, Art 3.

If this is not done, your bid will not be considered. Bids received later than Wednesday, 15th of APRIL 2026, 11.00 AM (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,
Italian Trade Agency - Nairobi office,
With competence for Tanzania and Eritrea

