



OFFICE OF THE DATA PROTECTION COMMISSIONER

1. All Contract Awards (Sec. 138 (2))

This is a mandatory report pursuant to section 138 (2). In situations where no contracts have been awarded within the reporting quarter, Procuring Entities are still reminded that **NIL** report must be made to the Authority indicating that fact. ***This report is due within 14 days after close of the quarter (i.e. by 14th day of the subsequent Quarter).***

Name of PE: Office of the Data Protection Commissioner

Reporting Quarter: January - March

Month: March

FY: 2022-2023

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/ supplier	Date of commencement /signing	Contract Completion date/expiry	Contract price/value (Kshs)
0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	ODPC /RFQ/ 26/20 22- 2023	Provision of Advertising Services Radio	Request of Quotation	2/12/22	8/12/22	One-Off	One-Off	One-Off	ODPC/RFQ/26/2022-2023	Provision of Advertising Services Radio	M/s Radio Citizen Royal Media Services M/s Radio Maisha	One-Off	One-Off	1,160,000.00 812,000.00

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
											Standard Group PLC			
2	ODPC /RFQ/ 27/2022-2023	Procurement of a Team Building Facilitator	Request of Quotation	2/12/22	08/12/22	One-Off	One-Off	One-Off	ODPC/RFQ/27/2022-2023	Procurement of a Team Building Facilitator	M/s Workforce Productivity Centre LTD	One-Off	One-Off	174,000
3	ODPC /RFQ/ 28/2022-2023	Procurement of a service Provider to verify Academic Certificates for ODPC Staff	Request of Quotation	16/12/22	13/1/23	One-Off	One-Off	One-Off	ODPC/RFQ/28/2022-2023	Procurement of a service Provider to verify Academic Certificates for ODPC Staff	M/s Fremont International Associates LTD	One-Off	One-Off	Unit rates
4	ODPC/RFQ/37/2022-2023	Supply and Delivery of Branded Merchandise for international Privacy Day	Request of Quotation	13/1/23	16/1/23	One-Off	One-Off	One-Off	ODPC/RFQ/37/2022-2023	Supply and Delivery of Branded Merchandise for international Privacy Day	M/s Digital Print Media Limited	One-Off	One-Off	2,818,510

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
5	ODPC /RFQ/ 38/20 22- 2023	Supply and Delivery of Branded Merchandise for international Privacy Day Commemoration	Request of Quotation	15/1/23	16/1/23	One-Off	One-Off	One-Off	ODPC/RFQ/38/2022-2023	Supply and Delivery of Branded Merchandise for international Privacy Day Commemoration	M/ Digital Print Media Limited	One-Off	One-Off	873,886
6	ODPC /RFQ/ 39/20 22- 2023	Procurement of TV Advertising Services (TVC & Data Protection Spots)	Request of Quotation	16/1/23	16/1/23	One-Off	One-Off	One-Off	ODPC/RFQ/39/2022-2023	Procurement of TV Advertising Services (TVC & Data Protection Spots)	M/s Nation Media Group PLC	One-Off	One-Off	1,160,000.00
											M/s Royal Media Services Limited			1,160,000.00
7	ODPC /RFQ/ 40/20 22- 2023	Procurement of Printing Services for ADR Booklet and Services Charter	Request for Quotation	19/01/23	19/01/23	One-Off	One-Off	One-Off	ODPC/RFQ/40/2022-2023	Procurement of Printing Services for ADR Booklet and Services Charter	M/s Mowens Agencies Limited	One-Off	One-Off	1,461,600

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
8	ODPC /RFQ/ 41/20 22- 2023	Procurement of Events Management for the State House Function (Data Privacy Day)	Request for Quotation	20/1/23	24/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/41/2 022- 2023	Procurement of Events Management for the State House Function (Data Privacy Day)	M/s Mosound Events Ltd	One-Off	One-Off	2,996,338
9	ODPC /RFQ/ 30/20 22- 2023	Provision of Advertising Services (Community Radio Stations)	Request for Quotation	05/1/23	30/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/30/2 022- 2023	Provision of Advertising Services (Community Radio Stations)	M/s Pwani FM (Kenya Broadcasting Corporation)	One-Off	One-Off	436,160.00
											M/s Star FM (North Eastern Media & Telecommunication Limited)			520,000.00
											M/s Kass FM (Kalee Ltd)			1,028,571.00

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
10	ODPC /RFQ/ 31/20 22- 2023	Provision of Advertising Services (Community Radio Stations)	Request of Quotation	05/1/23	30/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/31/2 022- 2023	Provision of Advertising Services (Community Radio Stations)	M/s Ghetto Radio (Jambo Media East Africa Ltd)	One-off	One-off	795,428.64
											M/s Ramogi FM (Royal Media Services Limited)			1,160,000.00
											M/s Kameme FM (Mediamax Network Ltd)			928,000.00
11	ODPC /RFQ/ 32/20 22- 2023	Provision of Advertising Services (Community Radio Stations)	Request of Quotation	05/1/23	30/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/32/2 022- 2023	Provision of Advertising Services (Community Radio Stations)	M/s Maiyan FM (Mediamax Network Limited)	One-Off	One-Off	580,000.00
											M/s Egesa FM (Royal Media Services Limited)			1,044,000.00

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
											M/s Sulwe FM (Royal Media Services Limited)			812,000.00
12	ODPC /RFQ/ 33/20 22-2023	Provision of Advertising Services (Community Radio Stations)	Request of Quotation	05/1/23	30/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/33/2 022-2023	Provision of Advertising Services (Community Radio Stations)	M/s Serian FM (Samburu Community Radio)	One-Off	One-Off	775,000.00
											M/s Muuga FM (Royal Media Services Limited)			1,044,000.00
											M/s Musyi FM (Royal Media services Limited)			1,044,000.00
13	ODPC /RFQ/ 34/20 22-2023	Provision of Advertising Services (Television)	Request for Quotation	06/1/23	30/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/34/2 022-2023	Provision of Advertising Services (Television)	M/s Citizen TV (Royal Media Services Limited)	One-Off	One-Off	1,160,000.00

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
14	ODPC /RFQ/ 35/20 22-2023	Provision of Service for Development of ODPC Jingle Content	Request for Quotation	06/1/23	18/1/23	One-Off	One-Off	One-Off	ODPC/R FQ/35/2 022-2023	Provision of Service for Development of ODPC Jingle Content	M/s Africa Strategic Communication Hub (ASCH) Limited	One-Off	One-Off	928,000.00
15	ODPC /RFQ/ 42/20 22-2023	Supply and Delivery of Assorted Toners and Cartridges	Request for Quotation	26/1/23	06/2/23	One-Off	One-Off	One-Off	ODPC/R FQ/42/2 022-2023	Supply and Delivery of Assorted Toners and Cartridges	M/s Opendata Limited	One-Off	One-Off	982,520
16	ODPC /RFQ/ 43/20 22-2023	Supply and Delivery of Assorted Office Stationery	Request for Quotation	30/1/23	07/2/23	One-Off	One-Off	One-Off	ODPC/R FQ/43/2 022-2023	Supply and Delivery of Assorted Office Stationery	M/s Masa Supplies	One-Off	One-Off	1,102,430.00
											M/s Patmut General			800,239.00
17	ODPC /RFQ/ 17/20 22-2023	Provision of Sip Trunk Services	Request for Quotation	03/3/23	03/3/23	15/3/23	One-Off	One-Off	ODPC/R FQ/22/2 022-2023	Provision of Sip Trunk Services	M/s Telkom Kenya Limited	One-Off	One-Off	531,120.00

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
18	ODPC /RFQ/ 45/20 22-2023	Provision of Fixed Asset Tagging, Bar Coding and Register Development	Request for Quotation	13/2/23	14/3/23	15/3/23	One-Off	One-Off	ODPC/R FQ/45/2 022-2023	Provision of Fixed Asset Tagging, Bar Coding and Register Development	M/s Netpaq Business System Ltd	One-Off	One-Off	2,994,000
19	ODPC /RFQ/ 46/20 22-2023	Provision of Advertising Services (Community Radio Stations)	Request for Quotation	09//2/23	10/3/23	16/3/23	One-Off	One-Off	ODPC/R FQ/46/2 022-2023	Provision of Advertising Services (Community Radio Stations)	M/s Inoro FM (Royal Media Services Limited)	One-Off	One-Off	1,160,000
20	ODPC /RFQ/ 47/20 22-2023	Supply and Delivery of Additional Branding Materials	Request for Quotation	15/2/23	14/3/23	15/3/23	One-Off	One-Off	ODPC/R FQ/47/2 022-2023	Supply and Delivery of Additional Branding Materials	M/s Digital Print Media Limited	One-Off	One-Off	493,000
21	ODPC /OT/1 2/202 2-2023	Provision of Outsourced Call Centre Services	Open Tender	15/011/ 22	14/12/22	22/3/23	22/3/23	One-Off	ODPC/O T/12/20 22-2023	Provision of Outsourced Call Centre Services	M/s Eminence BPO Africa Limited	One-Off	One-Off	Framework Contract on unit rates

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
22	ODPC /OT/17/2022-2023	Supply, Delivery, Installation, Configuration and Commissioning of a Forensic Tower and Digital Forensic Software	Open Tender	19/12/22	13/1/23	22/3/23	22/3/23	29/3/23	ODPC/OT/17/2022-2023	Supply, Delivery, Installation, Configuration and Commissioning of a Forensic Tower and Digital Forensic Software	M/s Applied Principles Ltd	29/3/23	29/3/26	Framework Contract on unit rates
23	ODPC /OT/18/2022-2023	Provision of Staff Pension Scheme Services (Umbrella Retirement Benefit Scheme)	Open Tender	05/12/22	30/12/22	22/3/23	22/3/23	14/12/22	ODPC/OT/18/2022-2023	Provision of Staff Pension Scheme Services (Umbrella Retirement Benefit Scheme)	M/s Old Mutual Life Assurance Kenya Limited	14/12/22	13/04/2023	Framework Contract on unit rates
24	ODPC /RFQ/48/2022-2023	Supply and Delivery of Motor Vehicle Wheel Tyres	Request for Quotation	28/2/23	14/3/23	24/3/23	One-Off	One-Off	ODPC/RFQ/48/2022-2023	Supply and Delivery of Motor Vehicle Wheel Tyres	M/s Kingways Tyres Limited	One-Off	One-Off	100,172.36

S/No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Business Name of contractor/supplier	Date of commencement/signing	Contract Completion date/expiry	Contract price/value (Kshs)
25	ODPC /RFQ/ 54/20 22- 2023	Decontamination and Disinfection against Respiratory Syncytial Virus	Request for Quotation	07/3/23	14/3/23	16/3/20 23	One-Off	One-Off	ODPC/R FQ/54/2 022- 2023	Decontamination and Disinfection against Respiratory Syncytial Virus	M/s Asefah Limited	One-Off	One-Off	1,999,999.90

Prepared By:

Designation: Head of Supply Chain

Signature.....

Approved By:

Designation: Data Commissioner

Signature.....

Date of Report: 14th April 2023

2. Quarterly Report on Contract Amendment/Variation {Sec. 139(5)}

This report is due within 14 days after close of the quarter (i.e. by 14th day of the subsequent Quarter).

2.1 Contract Amendment/Variation within stipulated threshold

Name of PE: Office of the Data Protection Commissioner

Reporting Quarter: January - March

FY: 2022-2023

s/ no.	Contract no.	Contract description	Procurement Method	Nature of Contract (goods/ works/ services)	Supplier/ Contractor Name	Date of contract signature	Initial Contract Duration (before variation/ amendment)	Type of Amendment/Variation (price/quantity)				Initial contract value	Cumulative/resu ltant Contract value after variation	Perc enta ge Varia nce	Dat e of Vari ation App roval	New Contract Duration (if duration is affected by variation amendment)
								Quantity		Price						
								Initi al Qua ntity	New Quanti ty after Variati on	Initi al Pric e	New Price After Varia tion					
1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
2	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Prepared By:

Designation: Head of Supply Chain

Signature:.....

Approved By:

Designation: Data Commissioner

Signature:.....

Date of Report: 14th April 2023

2.2 Contract Variations Resulting to An Increment of more than 25% of the Original Contract Price

This is a report where the contract variation(s) (cumulative value of contract variations) resulted to an increment of more than 25% of the original contract price. Section 139 (6) of the Act instructs that such variation to be tendered for separately. Consequently, the PE should submit report of such variations by provide information on the tendering process conducted to procure the subject variations. The PE should provide information on the procurement method used, recommendations and necessary approvals by the authorized persons. Further provide the value of the contract resulting from variation as per the format below:

S/ No	Tender No.	Tender Description	Procurement Method	Tender opening date	Evaluation Completion Date	Tender Award Date	Date of notification of award	Date of contract signature	Contract No.	Contract description	Company Name of contractor/supplier	Date of commencement	Contract Completion date/expiry	Contract price/value
0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
2	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

This Report should be accompanied by signed recommendations by the Head of the Procurement Function and Approvals by the Accounting Officer.

Prepared By:

Designation: Head of Supply Chain

Signature.....

Approved By:

Designation: Data Commissioner

Signature.....

Date of Report: 14th April 2023

REPORTS ON PREFERENCES AND RESERVATION SCHEMES

3. Six (6) Months Report on Preference and Reservation Contracts Awards to Youth, Women and Persons with Disability (PWD): July- December {Sec157 (12) & (13)}

This report is submitted pursuant to Section 157 (12) & (13) of the Act which instructs procuring entities at the National and County level to submit reports to the Authority every six (6) months demonstrating compliance with the legal provisions on implementation of the preferences and reservation scheme. The report should be disaggregated to indicate the number of youths, women and persons with disability from whom goods, works and services have been procured by the procuring entity as required under section 157 (13) (b) of the Act. Where no contracts have been awarded within the reporting period, Procuring Entities are still reminded that **Nil** report must be made to the Authority indicating that fact This is a mandatory report to the Authority to facilitate us make a report to Parliament as required under section 157 (14) of the Act. ***This report is due within 14 days after close of the Half of the financial year (i.e. by January 14th and July 14th respectively).***

Name of PE: Office of the Data Protection Commissioner

Reporting Period: July - December

FY: 2022-2023

Section A: Allocations to the Preference and Reservation

D	E	F	G	H	I
Total Procurement Spend for the FY	Total Procurement Value Reserved for the FY	% Reserved = (D/E)	Number of contracts Awarded during the 6months reporting period	Value of Contracts Awarded during the 6months reporting period	% value of contracts Awarded = (H/D)x 100
<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>

Section B: All Contracts Awards to the Target Group (youth, Women and PWD)

S/No	Supplier/Contractor Name (Business name as appears in the AGPO Cert.)	AGPO Cert. No	Names of Directors	Nature of Contract (goods/works/non-consultancy/consultancy services)	Tender /Quotation No. & Description	Method of Procurement	LPO/LSO/Contract No.	Contract Value	Payment status
PERSONS WITH DISABILITY (PWD)									
1.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sub Total									
WOMEN									
1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sub Total									
YOUTH									
1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sub Total									
Total for the Half year									

Note: The payment status should be reported in terms of paid/partly paid/not paid. Provide justification for non-payment/delayed payment in cases where a contract (s) has been completed.

Section C: Summary of all contract Awards as presented in Section B above

Category	No. of Contracts awarded	Total Value of contracts awarded	% of contract value per category
PWD	N/A	N/A	N/A

Category	No. of Contracts awarded	Total Value of contracts awarded	% of contract value per category
Women	N/A	N/A	N/A
Youth	N/A	N/A	N/A
Total	N/A	N/A	N/A

Prepared By:

Designation: Head of Supply Chain

Signature.....

Approved By:

Designation: Data Commissioner

Signature.....

Date of Report: 14th April 2023

4. Quarterly Reports on Preference and Reservation {Sec. 158(3)}

4.1 All Contracts Awards under the Preferences and Reservation Scheme

This report is due within 14 days after close of the quarter (i.e. by 14th day of the subsequent Quarter). Where no contracts have been awarded within the reporting quarter, Procuring Entities are still reminded that **NIL** report must be made to the Authority indicating that fact.

Name of PE: Office of the Data Protection Commissioner

Reporting Quarter: January - March

FY: 2022-2023

Note: All columns should be filled in as appropriate.

0	1	2	3	4	5	6	7	8	9	10
S/N o.	Supplier/Contractor Business Name as in Registration Cert.	Name (s) of Directors	Scheme Applied (Preference/Reservation)	Awarded Category({Disadvantaged Groups(Youth Women & PWD) Micro, Small & Medium Enterprises, Identified Regions, Citizen, Contractors, e.t.c })	Tender Description	Tender /Quotation No.	Nature of Contract (goods /works /non-consultancy /consultancy services)	Method of Procurement	LPO/LSO/ Contract No.	Contract Value
1.	M/s Lesan Cateres Limited	Jenniffer Nashipae Patricia Paain	WOMEN	WOMEN	Provision of Catering Services	ODPC/OT/07/2022-2023	Services	Open Tender	ODPC/OT/07/2022-2023	Framework Contract

2.	M/s Digital Print Media Limited	Joan Muoki	WOMEN	WOMEN	Supply and Delivery of Branded Merchandise for international Privacy Day	ODPC/RFQ /38/2022-2023	Goods	Request for Quotation	One-off	2,818,510
3.	M/s Opendata Limited	Simon Kahumba	WOMEN	WOMEN	Supply and Delivery of Assorted Toners and Cartridges	ODPC/RFQ /42/2022-2023	Goods	Request for Quotation	One-off	982,520
4.	M/s Masa Supplies	Hannah Muthoni Kariuki	WOMEN	WOMEN	Supply and Delivery of Assorted Office Stationery	ODPC/RFQ /43/2022-2023	Goods	Request for Quotation	One-off	1,102,430
5.	M/s Patmut General Suppliers Ltd	Mary Wanjiku Muraya	WOMEN	WOMEN	Supply and Delivery of Assorted Office Stationery	ODPC/RFQ /43/2022-2023	Goods	Request for Quotation	One-off	800,239
6.	M/s Digital Print Media Limited	Joan Muoki	WOMEN	WOMEN	Supply and Delivery of Additional Branding Materials	ODPC/RFQ /47/2022-2023	Goods	Request for Quotation	One-off	493,000

7.	M/s Asefah Limited	Simon Kariuki Kiragu	WOMEN	WOMEN	Decontamination and Disinfection against Respiratory Syncytial Virus	ODPC/RFQ /54/2022-2023	Service	Request for Quotation	One-off	1,999,999
8.	M/s Mowens Agencies Ltd	Owen Abuto Okoth	YOUTH	YOUTH	Procurement of Printing Services for ADR Booklet and Services Charter	ODPC/RFQ /40/2022-2023	Goods	Request for Quotation	One-off	1,461,600
Grand Total										9,658,298

Prepared By: Name:

Designation: Head of Supply Chain

Signature.....

Approved By: Name:

Designation: Data Commissioner

Signature.....

Date of Report: 14th April 2023

4.2 Report on Sourcing 40% of Supplies from Citizen Contractors by Foreign Tenderers Participating in International Tenders {Sec. 157(9)}

This report is due within 14 days after close of the quarter (i.e. by 14th day of the subsequent Quarter).

Name of PE: Office of the Data Protection Commissioner

Reporting Quarter: January- March 2023

FY: 2022-2023

Note: All columns should be filled in as appropriate.

S/ NO	Tender Descrip tion	Tender /Quot ation No.	Supplier/ Contractor Awarded(f oreign)	Citizen Contract or who benefite d	Names of the Director s	Nature of Contract (goods/works/ non- consultancy /consultancy services/)	LPO/LSO/C ontract No.	Contr act Value	Portion of the contract value to be sourced from citizen contractor (value)	Percent age of local participa tion
1	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total								Nil	Nil	Nil

Prepared By:

Designation: Head of Supply Chain

Signature.....

Approved By:

Designation: Data Commissioner

Signature.....

Date of Report: 14th April 2023