THE NATIONAL TREASURY

STATE DEPARTMENT FOR PUBLIC INVESTMENTS AND ASSET MANAGEMENT

NOTICE TO FINANCIAL INSTITUTIONS

A. ELECTRONIC GOVERNMENT PROCUREMENT SYSTEM E-BID SECURITY AND GUARANTEE MODULE WEBINAR

The Government rolled out an end-to- end Electronic Government Procurement (e-GP) System across all public procuring entities in National and County Government on 1st July,2025.

The e-GP system has an e-Bid Security and Guarantee management module that has automated issuance of guarantees such as tender securities, advance payment securities and performance securities. The module also facilitates suppliers, financial institutions and Government procuring entities to manage online guarantees required in the public procurement process i.e. validation, release of guarantees, forfeiture and extension of validity period.

The National Treasury and Economic Planning has organized a **two (2)** day webinar for financial institutions (Banks and Insurance Companies) to train them on navigating the e-GP system e-bid security and guarantee management module. The webinars will be held from **Thursday 16th October – Friday 17h October, 2025** as per the program provided in the e-GP Kenya website under the **NEWS** tab.

Participants are required to register to participate in the webinars using the links available on the e-GP Kenya website (www.egpkenya.go.ke) under the **NEWS** tab.

B. REGISTRATION OF FINANCIAL INSTITUTIONS IN THE ELECTRONIC GOVERNMENT PROCUREMENT (e-GP) SYSTEM

Financial Institutions must to be registered by The National Treasury and Economic Planning in the e-GP system, as a pre-requisite for accessing the system. To this end a registration drive for Financial Institutions will take place from **Tuesday 21st – Friday 24th October,2025** at KISM **Towers, 4th Floor along Ngong Road** between **9.00 a.m. and 5.00 p.m**. Financial Institutions are requested to submit the following documentation to facilitate their registration:

1. Legal documentation establishing the Financial Institution including the license to operate;
2. Official contact details of the Financial Institution (active phone number, active contact email, website);
3. Postal and physical address details of the Financial Institution (postal address, postal code, physical address, country, county, sub-county);
4. A letter authorizing/appointing a senior official as the administrator of the financial institutions' account in the e-GP system. The letter shall also indicate their full names, ID number *(attach original scanned copy)* , employee number, job title/designation, active mobile number, active email address. The appointed official is required to mandatorily attend the above- mentioned webinar and physically attend the registration process.

CYRELL ODEDE WAGUNDA
PRINCIPAL SECRETARY