

Step One

To access the portal kindly click on the link below to the below page and then click on register as new user.

<https://eprocurement.kengensrbs.co.ke/>



KenGen Staff Retirement Benefits Scheme **KenGen** DC Scheme

LOGIN

KenGenSRBS e-procurement portal

Email Address

Enter your email

Password

Enter your Password

LOGIN

[Forgot your password?](#)

[Register as a new user](#)

Step Two

Kindly insert your company Details

Company Details Contact Information Bank Information Supplier Category Document Uploads Confirm and Submit

COMPANY DETAILS

Company Name *

Test Company 28112023

KRA Pin *

A*****Z

Business Registration No. *

*****@yahoo.com

Country

Kenya

Previous Next

Back to LOGIN Page



Step Three

Kindly insert contact information

ACCOUNT REGISTRATION

Company Details Contact Information Bank Information Supplier Category Document Uploads Confirm and Submit

COMPANY CONTACT DETAILS

Physical Address	Company Email* <input type="text"/>
Company Telephone* <input type="text"/>	Company Mobile* <input type="text"/>
Company Postal Address* <input type="text"/>	Company Postal Code* <input type="text"/>
City* <input type="text"/>	

CONTACT PERSON

Title <input type="text"/>	Contact Person Name* <input type="text"/>
Mr <input type="text"/>	Contact Person Phone* <input type="text"/>
Job Title* <input type="text"/>	
Email Address <input type="text"/>	

[Previous](#) [Next](#)

[Back to LOGIN Page](#)

Step Four

Kindly insert company banking details

ACCOUNT REGISTRATION

Progress: ● Company Details ● Contact Information ● Bank Information ● Supplier Category ● Document Uploads ● Confirm and Submit

BANK INFORMATION

Bank Code * KENYA COMMERCIAL BANK LTD

Branch Code * Kencom House Branch

Account Name *

Bank Account Number *

Previous Next

 [Back to LOGIN Page](#) 

Step Five

Kindly upload the required documents



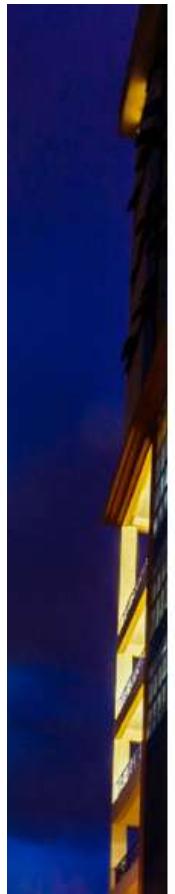
Company Details Contact Information Bank Information Supplier Category Document Uploads Confirm and Submit

UPLOAD DOCUMENTS

Document Type	Mandatory	Choose File	View File
Tax Compliance Certificate	Mandatory	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="View"/>
CR12	Mandatory	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="View"/>
AGPO Certificate	Not Mandatory	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="View"/>
Valid Specialization License/Certification e.g., LSK, NCA, IATA, CAK e.t.c.	Not Mandatory	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="View"/>

Step Six

Kindly confirm and submit. You will get a confirmation email.



Company Details Contact Information Bank Information Supplier Category Document Uploads **Confirm and Submit**

LOGIN INFORMATION

Email *

*****@yahoo.com

Password *

.....

Confirm Password *

.....

Passwords do not match!

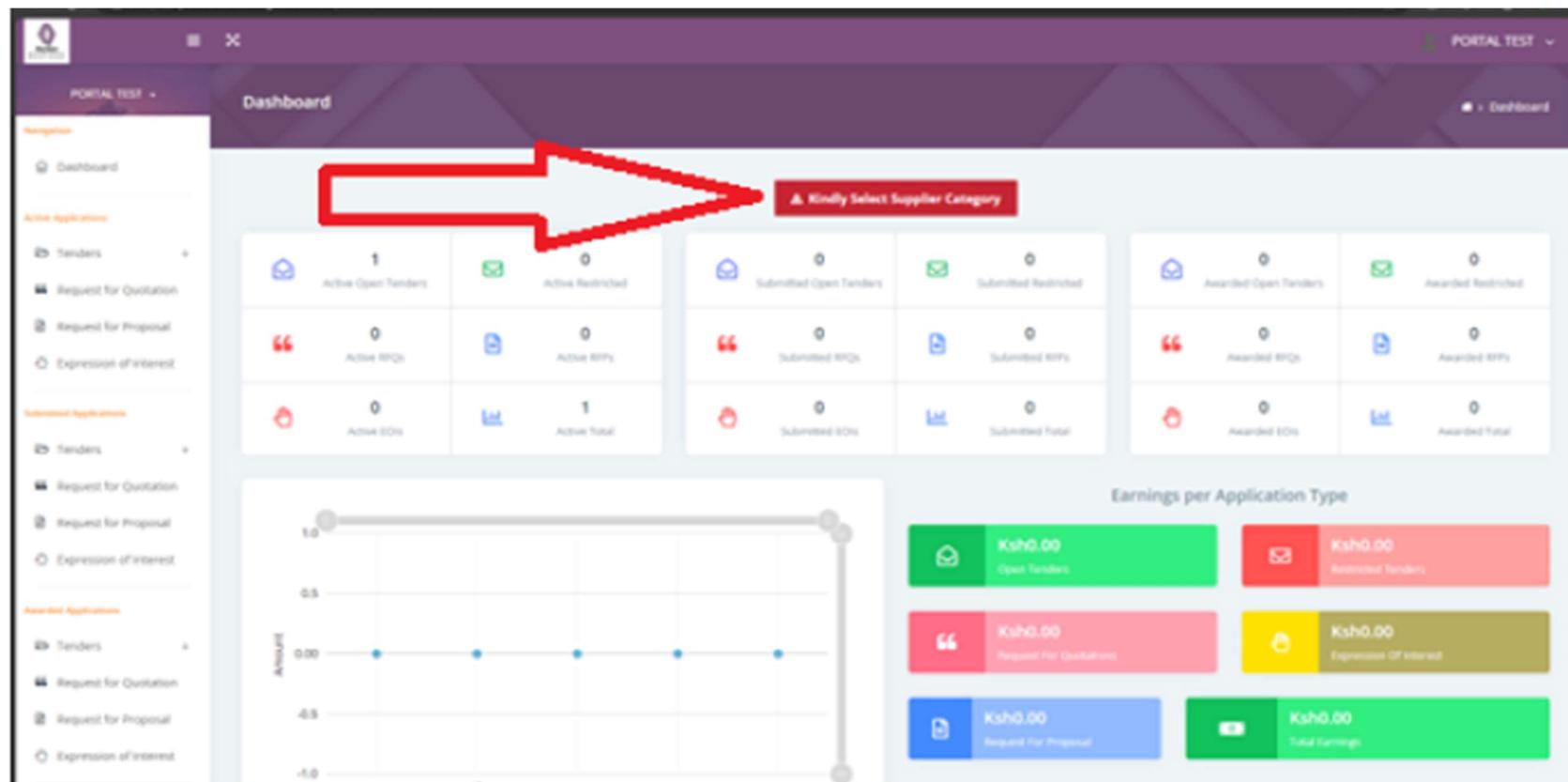
Previous **Next** **Submit**

[Back to LOGIN Page](#)

Step Seven

Go back to the log in page, log in. Once done select the categories you want and submit.



The screenshot shows the 'Dashboard' page of the 'PORTAL TEST' application. On the left, there is a sidebar with a 'Navigation' section and three main application categories: 'Active Applications', 'Submitted Applications', and 'Awaited Applications', each with a list of sub-options. The main content area displays several data cards and a chart. A large red arrow points from the text 'Kindly Select Supplier Category' in the top right towards the top left of the dashboard area. The data cards include:

Category	Active	Submitted	Awarded
Open Tenders	1	0	0
Restricted Tenders	0	0	0
RFQs	0	0	0
RFPs	0	0	0
EOIs	0	0	0
Total	1	0	0

Below these cards is a chart titled 'Earnings per Application Type' showing a single data point at 0.00. To the right of the chart is a table of earnings:

Application Type	Amount
Open Tenders	Ksh0.00
Restricted Tenders	Ksh0.00
Request for Quotation	Ksh0.00
Expression Of Interest	Ksh0.00
Request for Proposal	Ksh0.00
Total Earnings	Ksh0.00

PORTAL TEST

Dashboard

Supplier Categories

Category Code	Description	AGPO	Select
KGN_SC_001	Supply of Stationery and Related Office Consumables	Required	<input type="checkbox"/>
KGN_SC_002	Supply of Home and Office Furniture and Fittings	Not Required	<input type="checkbox"/>
KGN_SC_003	Supply of LPG (Cooking Gas)	Required	<input type="checkbox"/>
KGN_SC_004	Supply of Diesel for Backup Generators	Not Required	<input type="checkbox"/>
KGN_SC_005	Supply of Utensils	Required	<input type="checkbox"/>
KGN_SC_006	Supply of Beddings (Bedsheets, Mattresses, Duvets and related); Curtains, Towels and Linens.	Required	<input type="checkbox"/>
KGN_SC_007	Supply of Swimming Pool Chemicals	Required	<input type="checkbox"/>
KGN_SC_008	Supply of Computers, Computer Accessories, and ICT Equipment.	Required	<input type="checkbox"/>
KGN_SC_009	Supply of Firefighting Equipment, Appliances and Related	Not Required	<input type="checkbox"/>
KGN_SC_010	Supply of Home Appliances (Fridges, Washing Machines, Microwaves, TVs, Kettles, Iron boxes, Cookers, Blenders and related)	Required	<input type="checkbox"/>
NOTES OF INFO	General Disclaimers and Standard Statements and Conditions	Disclaimer	<input type="checkbox"/>

0 Active Open Tenders

0 Active RPOs

0 Active EOIs

0 Awarded Open tenders

0 Awarded Restricted

0 Awarded RPOs

0 Awarded EOIs

0 Awarded Total

Earnings per Application Type

Ksh0.00 Awarded tenders

Ksh0.00 Expression of interest

Ksh0.00 Total Earnings