



# HIGHER EDUCATION LOANS BOARD-AGPO PUBLIC SENSITISATION

SENSITISATION PRESENTATION  
23<sup>RD</sup> JUNE 2022



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## INTRODUCTION

The Higher Education Loans Board (HELB) was established in 1995 by an Act of parliament (CAP213A of the laws of Kenya). It is a state corporation under the Ministry of Education



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## Mandate

HELB's mandate is to disburse loans, bursaries and scholarships to Kenyan students pursuing higher education in recognized institutions of Higher learning. HELB is also responsible for recovering loans from beneficiaries.



## Values

Innovation  
Integrity  
Courtesy  
Equity



## Vision

Universal financing for  
Kenyans pursuing Higher  
Education.



## Mission

To provide sustainable  
finance to Kenyans pursuing  
Higher Education through  
resource

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## PREFERENCE & RESERVATIONS

H.E. The President directed that at least 30% of all Government Tenders (procurement budget) be awarded to Youth, Women and Persons Living with Disabilities and at least 40% be spend on local goods & services. This is further anchored in Public Procurement and Asset & Disposal Act 2015, Preference & Reservation Regulations 2011, Amendment 2013 & Article 227 of the Kenya Constitution 2010



## COMPLIANCE WITH 30% AGPO DIRECTIVE

To ensure compliance to directive and procurement ACT:

- Reserve 30% of the procurement budget and submit copy of procurement plan to PPRA by 30<sup>th</sup> August every year
- Submit award reports to PPRA every 6 months
- Anchor achievement of 30% target in HELB's performance contract with government annually



## YOUTH

Means person who has attained the age of eighteen years and has not attained the age of thirty-five years and includes a company, association or body of persons, corporate or unincorporated in which at least seventy percent of shareholders



## WOMEN

Means a person of the female gender who has attained the age of eighteen years and includes a company, association or body of persons, corporate or unincorporated in which at least seventy percent of the shareholders, members or persons and a majority of its directors are of the female gender



## PERSON LIVING WITH DISABILITIES (PLWD)

Means a person with disability who has attained the age of eighteen years and includes a company, association or body of persons, corporate or unincorporated in which at least seventy percent of the shareholders, members or Persons and a majority of the directors are PLWD.





## REGISTRATION BY NATIONAL TREASURY REQUIREMENTS

- Valid Tax Compliance
- Certificate of Incorporation/business registration
- ID
- CR 12 for LTD companies or partnership deed for partnerships
- NCPWD certificate where applicable

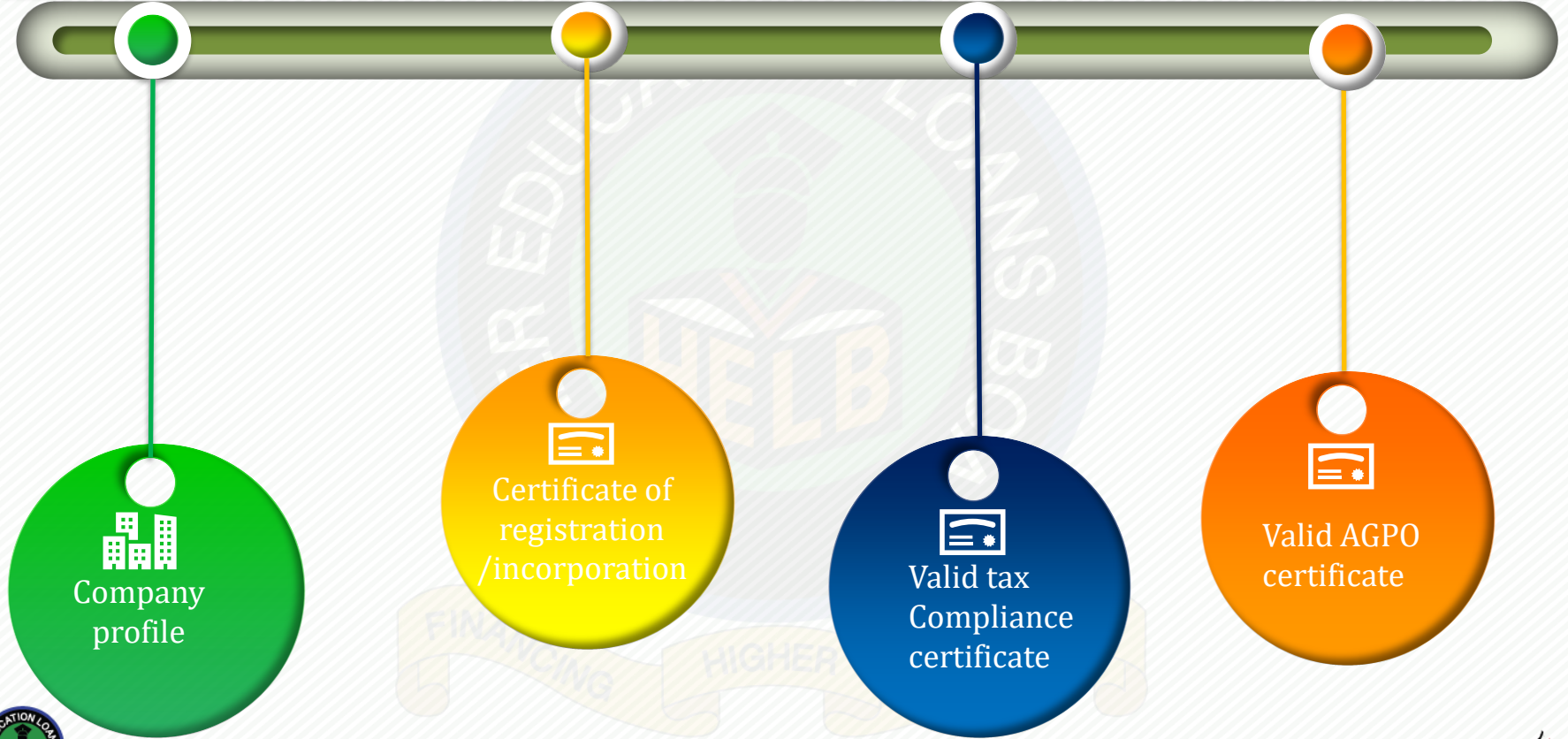


## REGISTRATION BY TREASURY

- NCA certificate for construction category
- Certificate from relevant professional body



# ELIGIBILITY FOR REGISTRATION AT HELB



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## ELIGIBILITY FOR REGISTRATION

### Note:

- HELB maintains a list of AGPO suppliers as per their registered categories
- Suppliers are invited to quote as and when need arises
- Validity of the statutory documents are verified during quotation/tender evaluations
- Firms already registered with HELB for more than two years are required to resubmit their valid AGPO certificates upon expiry of the previous certificate.
- HELB also checks the loan status if you were a beneficiary of HELB loan.



## PROCUREMENTS RESERVED FOR AGPO

1. Supply and Delivery of Flowers
2. Provision of Cleaning Services
3. Provision of Garbage Collection
4. Supply and Delivery of Newspapers
5. Supply and Delivery of Mobile Airtime
6. Provision of Printing Services
7. Supply and Delivery of Office common user items
8. Provision of Labor Contracts
9. M/vehicle repairs
10. Repair of office Equipment and machines
11. Event organizing
12. Promotional material
13. Photography and Videography



## TO INCREASE UPTAKE & ADDRESS UNFAIR COMPETITION

HELB separates the tenders for the reserved groups by:

- Stating the target group in the tender advert
- Choosing invited suppliers from their specific categories .i.e not mixing youth, women & PWDs in one quotation
- Awarding PWDs not less than 2% of the 30% procurement budget
- Ensuring that no group gets 50% of the 30% procurement budget



## TENDER SECURITY

No tender security is required by HELB from entities owned by youth, women and persons with disabilities under the Preference & Reservations Scheme; however, Firms are required to fill, sign and submit a Tender Security Declaration Form. Bidders who don't adhere to the terms of the Tender Securing Declaration form are liable for debarment pursuant to section 115 of the ACT



## FINANCING OF LOCAL PURCHASE ORDERS AND SERVICE ORDERS

HELB facilitates the Youth, Women and Disabled Persons by authenticating their notifications of tender awards and local purchase or service orders, entering into an agreement with the relevant financing institutions with conditions that include paying the contracted enterprise through their account opened with the financiers. Some of the Financial Institutions you can approach are Banks, Microfinance, the National Development Fund for PLWD, Youth Fund and Women Fund





## PAYMENT FOR DELIVERIES

HELB makes prompt payments for all performed contracts through EFT where possible within 30 thirty days. When submitting your invoice ensure to attach bank details on your official letter head for ease of payment.



## CONTACT US

For more information you can visit us at our offices located at Anniversary Towers, University Way 18th floor Procurement Department during normal working hours or visit our official website



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## THANK YOU

We most sincerely thank you for finding time to attend, we look forward to partnering with your organization.



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