

**COUNTY GOVERNMENT OF TAITA TAVETA**  
**OFFICE OF THE GOVERNOR**

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To All Suppliers  
**Taita Taveta County**

The Chairman  
**Taita Taveta Contractors and Suppliers Association**

**RE: PROCUREMENT OF PUBLIC GOODS, WORKS AND SERVICES BY PUBLIC ENTITIES IN LINE WITH THE PRESIDENTIAL EXECUTIVE ORDER NO. 2 OF 2018**

Taita Taveta County Government is in the process of implementing Government instructions contained in the above-mentioned Executive Order.

In line with the intention by Taita Taveta County Government to implement the said instructions, all people and entities intending to carry out business with the County Government are required to avail the following information to facilitate the updating of our records:-

The details required include the following:-

1. Name of supplier
2. Registration details (including the latest R.12 form) – list of Directors, Shareholders and Beneficial owners.
3. PIN number
4. Name of proprietor
5. Name of partners
6. Business contacts
7. Postal address
8. Physical address
9. Tax Compliance
10. Business permit/licence number
11. County of operation