



Service Catalogue 2026



What We Do

OUR SERVICES

- ◆ Tenders
- ◆ Tender Profiles
- ◆ Company all Online Services
- ◆ Graphic Design Services
- ◆ Company Tendering Consultancy services
- ◆ Company Accessories

Our Services

01 TENDER SERVICES

SERVICE	DESCRIPTION	CHARGES (KSH)
Bid Compilation	<p>Get assisted in putting all your company documents together by professionals and have winning documents.</p> <p>This services also includes lawyer certification on your document, printing and stamping of filled pages, serialization and pre-evaluation.</p> <p>The service takes 2 days upon client submitting all required documents</p>	<p>Prequalification - 3,000</p> <p>General Supplies - 8,000</p> <p>Construction Works - 10,000</p> <p>Cleaning & Construction Services - 10,000</p>
Bill of Quantities	Get a BQ document that is professionally filed by our experienced surveyors in 24 hours	Depends with intersity
Quotation for Supply Works	We create for you a professionally filed Quotation for supply works in just 24hours	2,000.00
Technical Proposal	In just 24 hours you get a Technical Proposal that includes, Work Programme, Work Methodology, Traffic Management Plan, Site Layout Plan, Site Based Facilities, Work Safety and Environment Management.	3,000.00
Tender Financial Statements	Lets prepare your financial statements for one year in24 hours for bidding purposes only	10,000.00 per Year
Manual Bid Bonds	Apply for Bid Bonds at your comfort and get a Bid Certificate in under 24 hours	Depends with bid bond . amount and Validity Period
Tender Profile	Get a company profile that is responsive to tenders which comprises of verifiable Personnell, Experiences, Equipment Lease Agreements, Affidavit and Power of Attorney, Financial Accounts & Cashflow,	- Profile - Ksh. 100,000

Our Services

SERVICE	DESCRIPTION	CHARGES (KSH)
Site Visits	<p>We attend Site Visits on your behalf as you focus on growing your business.</p> <p>Region A: North Eastern, Rift Valley, Coast Region B: Nyanza, Central, Western, Eastern Region C: Nairobi</p>	<p>Region A: -15,000 Region B: - 10,000 Region C: - 5,000</p>

Our Services

02 COMPANY SERVICES

SERVICE	DESCRIPTION	CHARGES (KSH)
Lease a Company	<p>Lease a company from us and start tendering.</p> <p>Note: 16% VAT to be retained by the firm 3% Commission to be retained by Zessco 81% to be retained by leasee</p>	<p>0 to 1M - 7,000</p> <p>1M to 5M - 10,000</p> <p>5M to 10M - 15,000</p> <p>10M to 50M - 25,000</p> <p>50M to 100M - 50,000</p> <p>100M+ - 100,000</p>
Business Name	Get your business name registered within Four working Days	5,000/=
Private Limited Company	We help you register your Limited company between 24 hrs. The package includes; Registration Cert, Cr12CR1, CR2, CR8, Statement of Nominal Capital, Beneficial Ownership Declaration	<p>Local Directors - 20,000/=</p> <p>Foreign Directors - 50,000/=</p>
NGO Registration	Register your NGO within 8 months.	70,000/=
Change of Directors	Add or remove directors in your company with ease within 4 working days	20,000/=
Business Name to Limited Company	We help you upgrade your business name to a Limited Company	20,000/=
Limited Company Ceasation	Get your Cessation Company Certificate within six (6) months	30,000/=
e Citizen Company Linking	Let us help you link your company to eCitizen in under 24hrs. Charges	Depends with the Returns Period

Our Services

SERVICE	DESCRIPTION	CHARGES (KSH)
Corporate Profile	Get a professionally designed Company Profile for Corporate and SMEs	Basic - 10,000/= Business - 15,000/= Business Plus -20,000/=
Lease Agreement (Ministry of Transport & Infrastructure)	We facilitate the acquisition of ministry of transport and infrastructure lease agreements in just three (3) days.	2,500/=
Lease Agreement (Private)	Get a 1-year Equipment Lease Agreement with upto 5 Log books in 2 days.	50,000/=
IFMIS Account/ Number Registration	With Zessco International, it takes less than 2 hrs to register for an IFMIS account.	5,000/=
IFMIS Tender Uploading	Need help in uploading your tenders on IFMIS? Let's submit your tenders instantly	2,000/=
IFMIS Account Recovery	Let's help you recover your IFMIS account credentials within 2hrs.	3,000/=
Consultancy	Book an appointment with our team of Experts and get advice on everything Business	10,000/=

Our Services

03 COMPANY ACCESSORIES

SERVICE	DESCRIPTION	CHARGES (KSH)
Physical Stamp	We help you get a physical stamp for your business.	Self Inking -3,000/= Wooden -400/=
Company Postal Address	Get a company postal address for a period of 1 year within one day	Shared - 4,000/= Personal - 15,000/=
Company Seal	Get a physical company seal in 24 working hours.	Normal @ 3,000/= Corpoarte @ 5,000/=
Web Design & Development	Our team of Web Designers will create for you a Website that meets your company needs which is responsive on any device.	Basic @ 20,000/= Business @ 35,000/=
Startup Package	Get all the accessories you need to kick start your company. This will include; Company Profile, AGPO, Business Permit,	From 40,000/=

Our Services

04 REGISTRATION / RETURNS & RENEWAL SERVICES

SERVICE	DESCRIPTION	CHARGES (KSH)
Cr12 Renewal	Renew your CR12 Instantly	@ 1,500/=
AGPO Registration & Renewal	Register for AGPO (Youth, Women & People with Disabilities) in 24hrs upon submitting all relevant Documents	@ 4,000/=
KRA Monthly Nil Returns	Our professionals will file your NIL returns as you focus on your company's growth Avoid penalties. Let us File your Monthly returns.	@ 1,000/=
Returns NCA Registration	Let's facilitate your NCA as indicated below	See the Table below
Company Secretarial Duties	Let Zessco be responsible for safe keeping, storage and Filing of all your company Documents and update you promptly on all required updates for a whole year	@ 10,000/=
Tender Updates	Let Zessco update you every week on new Tenders available	@ 1,000/= Per Month

CATEGORY	DAYS	CHARGES
NCA 1	3 DAYS	200,000.00
NCA 2	24 HOURS	150,000.00
NCA 3	24 HOURS	80,000.00
NCA 4	24 HOURS	50,000.00
NCA 5	24 HOURS	30,000.00
NCA 6	24 HOURS	20,000.00
NCA 7	24 HOURS	10,000.00
NCA 8	24 HOURS	5,000.00
NCA 1 (FOREIGN)		500,000.00

OTHER NCA CHARGES

Category Upgrade:	KES. 5,000.00
New Application:	KES. 5,000.00
Appeals:	KES. 5,000.00



Contact Us



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