



**Kenya Bureau of
Standards**

Standards for quality life

OUR REF: KEBS/T010/2020/2021

15TH DECEMBER, 2020

TO ALL INTERESTED BIDDERS

**REF: ADDENDUM NO. 1 TO THE TENDER NO. KEBS/T010/2020/2021- FOR PROVISION OF
GENERAL INSURANCE SERVICES**

The following amendments are made to the specified provisions of the Tender document for the Provision of General Insurance Services.

1. RELATIONSHIP WITH THE PRINCIPAL TENDER DOCUMENT

Save where expressly amended by the terms of this Addendum, the Principal Tender Document shall continue to be in full force and effect.

The provisions of this Addendum shall be deemed to have been incorporated in and shall be read as part of the Principal Tender Document.

2. CLARIFICATION HAVE BEEN SOUGHT AS FOLLOWS:

Question 1: Under appendix to instructions to tenderers clause 2.212 the bid security is indicated as 1,000,000(one Million) from the bank while under mandatory requirements clause 4.2.11 the bid security required is indicated as 2% of the bid price.

Answer: The bid security should be Kenya Shillings one million (Kshs. 1,000,000); in form of a **Bank guarantee** from a bank licensed and operating in Kenya.

Question 2: We note that you have requested for fire consequential loss but have not provided the gross profit. Please let us have the same.

Answer: Kindly note that we are not a profit making organization hence Gross Profit is not applicable to the organization.

Question 3: Terrorism and sabotage - We would appreciate having sum insured per location totaling to Ksh. 2,146,222,955.00

Answer: KEBS insured assets are treated as one irrespective of the regions, therefore, breakdown as per location is not possible.

Question 3: On the special condition of contract section iv of the tender document under mandatory requirements clause 4.1.4, you have set out the gross underwritten premium for the last financial year as kshs:2 billion and we feel that this condition is too high in the industry when you compare with your risk.

Answer: The clause shall remain the same, those who wish to participate and it is established that there are Kenyan Registered Insurance underwriters who meet the specifications. When one insists a revision to suit their capacity this is equivalent to coerce KEBS to provide specifications to suit them. Therefore, subjecting this tender to be vendor driven. It is fair to let those who meet the specifications compete in an open and transparent manner.

Question 4: Mandatory requirement section iv clause 4.1.5- which states that; the bidder MUST give a list of 10 (ten) state corporate entities and the total clients premiums of at least Kshs. 300 Million each in the previous financial year. We find this condition to be punitive and request for clarification on the word (state corporate entities).

Answer: Clause 4.1.5 and Preliminary Evaluation/Mandatory requirements for underwriters No.5 has changed to read;

“Must give a list of at least Ten (10) reputable corporate entities with premiums of at least Ksh.300 Million each in the previous financial year and at least five reference letters from corporates in the provided list.

Question 5: In the tender document you have given the list of motor cycles but the list does not contain the sum Insured.

Answer: For the motor cycles, Kindly note that the insured amount for each motorcycle are as follows:

1. KBB 915S – 170,000
2. KBB 916S – 240,000
3. KCD 053G – 475,000

3. SECTION VI - STANDARD FORMS

The following additional Standard Forms Must be filled, Signed and stamped by authorized Personnel:

SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE and NON-DEBARMENT DECLARATION

SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE.

I, of P. O. Box.....being a resident
of..... in the Republic of.....do hereby make a statement as
follows: -

1. THAT I am the Chief Executive/Managing Director/Principal
Officer/Director of

..... (insert name of the Company) who is a Bidder in respect of **Tender
No. KEBS/T010/2020/2021 for Provision of General Insurance Services** and duly authorized
and competent to make this statement.

2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt
or fraudulent practice and has not been requested to pay any inducement to any member of the Board,
Management, Staff and/or employees and/or agents of the **KEBS** which is the procuring entity.

3. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other
bidders participating in the subject tender

4. THAT what is deponed to hereinabove is true to the best of my knowledge information and belief.

.....

(Title)

(Signature)

(Date)

Bidder's Official Stamp

NON-DEBARMENT DECLARATION

We (insert the name of the company/ supplier).....declares
and

guarantees that no director or any person who has any controlling interest in
our organization has been debarred from participating in a procurement proceeding.

Name.....Signature.....

Date.....

Company Seal/Business Stamp

All the other terms and conditions remain as per the tender document.

Yours



Lt Col (Rtd.) Bernard Njiraini
MANAGING DIRECTOR