



KENYA REVENUE AUTHORITY

ISO 9001:2015 CERTIFIED

ADDENDUM SET "1"

22ND MAY, 2023.

To all Prospective bidders,

REF: TENDER NO. KRA/HQS/NCB -090/2022-2023 – SUPPLY AND DELIVERY OF BRANDED STAFF UNIFORMS FOR A PERIOD OF ONE (1) YEAR

Kenya Revenue Authority wishes to inform prospective bidders of the following clarifications/addendum:

No.	ACTIVITY/QUERY	KRA RESPONSE
		Prospective bidders are advised that:
1	<p>I refer to the above tender and would humbly request for your response towards:</p> <p>1. On page 20 Vendor evaluation. I refer to experience and evaluation; my question is, if one selects one item that is below one million, does one still require to have LPO or contract for five million Previous tenders was mandatory to participate in all items.</p> <p>This tender gives options to select even one item.</p> <p>2. Please also consider the date we saw samples and only have one week to submit.</p>	<p>The VENDOR EVALUATION ON PAGE 20 has been expunged and replaced with Annex 1: Revised Vendor Evaluation. Prospective bidders are advised to use <u>Revised Vendor Evaluation</u> when responding to the tender.</p> <p>2. The tender closing/opening date will remain unchanged, that is, 25th May 2023 at 11:00am.</p>
2	Post Qualification Evaluation /Due Diligence	KRA shall carry out due diligence to ascertain bidders' past performance.
	<p>Note:</p> <p>Bidders are advised to:</p> <ul style="list-style-type: none">✓ Acknowledge receipt of this addendum published and uploaded on the KRA Website on 22nd May, 2023.	



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The Addendum form part of the bidding document and is binding to the bidder. All other terms and conditions of the tender remain the same. You are therefore required to immediately acknowledge the receipt of this addendum.

Regards,

Lilian Onweka

For: Ag. Deputy Commissioner - Supply Chain Management



ANNEX 1: REVISED VENDOR EVALUATION

KRA Minimum Requirement	Maximum Score
<p>Experience/ Reputation Provide at least two (2) clients with references (names and telephone of contact persons) to which the company had supply similar items within the last six (6) years as detailed in Table 1 below.</p> <p>Attach Contract or Purchase order and a recommendation letter from the firm (recommendation letter is not a notification of award). Failure to attach all the documents as required will attract no marks.</p> <p>Note: one (1) major client of similar nature and with required value as detailed in Table 1 below with Purchase order/ or contract and a recommendation letter will attract 10 marks.</p>	20
Total Score	20
Cut off Score	10

TABLE 1: Amount of previous contract value required

No.	Item Description	Previous contract value in Kshs
1	Uniform Set - Shirt & Trouser	Kshs 5,000,000.00 and above
2	Uniform Set Blouse & Skirt	
3	Uniform Set Blouse & Trouser	
4	Ladies Leather shoes	Kshs 3,000,000.00 and above
5	Gents Leather shoes	
6	All Weather Jacket	
7	Polo TShirt - Female	Kshs 1,000,000.00 and above
8	Polo TShirt - Male	
9	Ladies sweater	Kshs 500,000.00 and above
10	Gents sweater	
11	Reflective Jackets	
12	Cap/beret	

NOTE: If a bidder is participating in all the line items, the following requirements/or previous requirement in the tender document shall apply under Vendor Evaluation.

B) VENDOR EVALUATION

KRA Minimum Requirement	Maximum Score
Experience/ Reputation Provide at least two (2) clients with references (names and telephone of contact persons) to which the company had supply similar items valued at Kshs. 5,000,000.00 and above within the last six (6) years. Attach Contract or Purchase order and a recommendation letter from the firm (recommendation letter is not a notification of award). Failure to attach all the documents as required will attract no marks. Note: one (1) major client of similar nature and value (Kshs 5 million and above) with Purchase order/contract and a recommendation letter will attract 10 marks.	20
Total Score	20
Cut off Score	10

Cut off marks for vendor evaluation is 10 marks.

