

13th May, 2026

CLARIFICATION/ADDENDUM "SET 1"

**PROVISION OF FUMIGATION AND PEST CONTROL SERVICES FOR KRA
OFFICES AND RESIDENTIAL HOUSES COUNTRY WIDE FOR A PERIOD OF TWO
(2) YEARS - KRA/HQS/NCB-073/2025-2026**

Kenya Revenue Authority wishes to inform prospective bidders of the clarifications/amendments detailed below for the above tender.

Description	Clarification
ITT 35.4	Bidders are advised that ITT 35.4 has been amended to read: "Tenderers are allowed to quote for all the LOTS".
Summary of Price Schedule that will be moved to the form of tender	Bidders are advised that the " Summary of Price Schedule that will be moved to the form of tender " provided in the bidding document has been expunged and replaced with the attached AMENDED SUMMARY OF PRICE SCHEDULE THAT WILL BE MOVED TO THE FORM OF TENDER marked as ANNEX 1 Bidders are therefore advised to align and incorporate the AMENDED SUMMARY OF PRICE SCHEDULE THAT WILL BE MOVED TO THE FORM OF TENDER to their tender response.
Form of Tender	Bidders are advised that the Form of Tender provided in the bidding document has been expunged and replaced with the attached AMENDED FORM OF TENDER marked as ANNEX 2 Bidders are therefore advised to align and incorporate the AMENDED FORM OF TENDER to their tender response.

The clarification 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.



Martha Njuguna

FOR: DEPUTY COMMISSIONER - SUPPLY CHAIN MANAGEMENT

ANNEX 1

AMENDED SUMMARY OF PRICE SCHEDULE TABLE THAT WILL BE MOVED TO THE FORM OF TENDER

Lot 1	REGION	TOTAL COST FOR TWO (2) YEARS (KSHS) PER REGION
	TIMES TOWER	
	NAIROBI REGION	
	CENTRAL REGION	
TOTAL COST FOR LOT 1 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS) TO BE MOVED TO THE FORM OF TENDER		
<i>Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings Two Million – 2,000,000.00</i>		
LOT 2	REGION	TOTAL COST FOR TWO (2) YEARS (KSHS) PER REGION
	SOUTHERN REGION	
	NORTHERN REGION	
TOTAL COST FOR LOT 2 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS) TO BE MOVED TO THE FORM OF TENDER		5
<i>Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings One Million – 1,000,000.00</i>		



**KENYA REVENUE
AUTHORITY**

LOT 3	REGION	TOTAL COST FOR TWO (2) YEARS (KSHS) PER REGION
	SOUTH RIFT REGION	
	NORTH RIFT REGION	
	WESTERN REGION	
TOTAL COST FOR LOT 3 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS) TO BE MOVED TO THE FORM OF TENDER		
<i>Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings One Million – 1,000,000.00</i>		

N/B:

- 1. All prices quoted must be inclusive all applicable taxes/levies in Kenya**
- 2. Affix Company Stamp on this page.**

Tender's Signature: _____

Date: _____

Note:

The tenderers are hereby notified of PPRA circular No. 01/2024 dated 30th August, 2024 and Legal notice No. 206 of 6th November, 2023 which introduced a Capacity Building Levy to be paid/borne by a supplier on all procurement contracts signed between the supplier and the procuring entity at a rate of 0.03% of the value of contract exclusive of applicable taxes. The procuring entity shall deduct and remit the levy to PPRA.

ANNEX 2**AMENDED FORM OF TENDER****SECTION IV - TENDERING FORMS****FORM OF TENDER****(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)*****INSTRUCTIONS TO TENDERERS***

- i) All italicized text is to help the Tenderer in preparing this form.*
- ii) The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.*
- iii) Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.*

Date of this Tender submission:[insert date (as day, month and year) of Tender submission] **Tender Name and Identification:**[insert identification] **Alternative No.:**[insert identification No if this is a Tender for an alternative]

To..... [Insert complete name of Procuring Entity]

- a) **No reservations:** We have examined and have no reservations to the tendering document, including Addenda issued in accordance with ITT9;
- b) **Eligibility :** We meet the eligibility requirements and have no conflict of interest in accordance with ITT4;
- c) **Tender-Securing Declaration:** We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT21;
- d) **Conformity:** We offer to provide the Non-Consulting Services in conformity with the tendering document of the following: [insert a brief description of the Non-Consulting Services];
- e) **Tender Price:** The total price of our Tender, excluding any discounts offered in item(f) below is [Insert one of the options below as appropriate]

Option1, in case of one lot (N/A): Total price is: [insert the total price of the Tender in words and figures, indicating the various amounts and the respective

currencies];.....

.....

.....

.....

Or

Option 2, in case of multiple lots :(a) Total price of each lot

Lot 1	REGION	TOTAL COST FOR LOT 1 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS)
	TIMES TOWER	
	NAIROBI REGION	
	CENTRAL REGION	

Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings Two Million – 2,000,000.00

LOT 2	REGION	TOTAL COST FOR LOT 2 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS)
	SOUTHERN REGION	
	NORTHERN REGION	

Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings One Million – 1,000,000.00

LOT 3	REGION	TOTAL COST FOR LOT 3 FOR TWO YEARS INCLUSIVE OF APPLICABLE TAXES/LEVIES (KSHS)
	SOUTH RIFT REGION	
	NORTH RIFT REGION	
	WESTERN REGION	

Additional services shall be provided on need basis subject to available budget and up to a maximum spend of Kenya Shillings One Million – 1,000,000.00

Discounts: The discounts offered and the methodology for their application are:

- i) The discounts offered are: [Specify in detail each discount offered.]



- ii) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts]*;
- f) **Tender Validity Period:** Our Tender shall be valid for the period specified in TDS 19.1 (as amended if applicable) from the date fixed for the Tender submission deadline (specified in TDS 23.1(as amended if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- g) **Performance Security:** If our Tender is accepted, we commit to obtain a Performance Security in accordance with the tendering document;
- h) **One Tender Per Tenderer:** We are not submitting any other Tender(s) as an individual Tenderer, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 4.3, other than alternative Tenders submitted in accordance with ITT14;
- i) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the PPRA. Further, we are not ineligible under Kenya's official regulations or pursuant to a decision of the United Nations Security Council;
- j) **State-owned enterprise or institution:** *[select the appropriate option and delete the other] [We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITT 4.6];*
- k) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, its full address, r gratuity].*

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")

- a) *[Delete if not appropriate, or amend to suit]* We confirm that we understand the provisions relating to Standstill Period as described in this tendering document and the Procurement Regulations.
- l) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- m) **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Tender, the Best Evaluated Tender or any other Tender that you may receive; and
- o) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
- p) **Collusive practices:** We hereby certify and confirm that the tender is



genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent Tender Determination” attached below.

- q) **Code of Ethical Conduct:** We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from (*specify website*) during the procurement process and the execution of any resulting contract.
- r) **Beneficial Ownership Information:** We commit to provide to the procuring entity the Beneficial Ownership Information in conformity with the Beneficial Ownership Disclosure Form upon receipt of notification of intention to enter into a contract in the event we are the successful tenderer in this subject procurement proceeding.
- s) We, the Tenderer, have completed fully and signed the following Forms as part of our Tender:
 - i) Tenderer's Eligibility; Confidential Business Questionnaire—to establish we are not in any conflict to interest.
 - ii) Certificate of Independent Tender Determination—to declare that we completed the tender without colluding with other tenderers.
 - iii) Self-Declaration of the Tenderer—to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
 - iv) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal.

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix 1- Fraud and Corruption**” attached to the Form of Tender.

Name of the Tenderer: *[insert complete name of person signing the Tender]

Name of the person duly authorized to sign the Tender on behalf of the Tenderer:
..... **[insert complete name of person duly authorized to sign the Tender]

Title of the person signing the Tender [insert complete title of the person signing the Tender]

Signature of the person named above [insert signature of person whose name and capacity are shown above]

Date signed..... [insert date of signing] day of
..... [insert month],
[insert year]