

ADDENDUM SET 2

16th January 2026

To all Prospective bidders,

REF NO. KRA/HQS/NCB-008/2025- 2026 – FRAMEWORK CONTRACT FOR SUPPLY, DELIVERY, ASSEMBLING AND INSTALLATION OF FURNITURE AT KRA OFFICES COUNTRY WIDE FOR A PERIOD OF THREE (3) YEARS

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

NO.	CLARIFICATION	KRA RESPONSE/ ADDENDUM
1.	Sample Viewing	<p>The Authority has scheduled for a Mandatory sample viewing of various furniture on 23rd January 2026. Bidders shall be provided with Sample viewing forms by KRA. The sample viewing form shall form part of mandatory requirement hence bidders shall be expected to submit the form along with the other mandatory requirement.</p> <p>Bidders are advised to assemble at 21st Floor Times Tower on the 23rd January 2026 at 10:00am for sample viewing.</p> <p>NB: During the due diligence exercise to showroom/factory/premises by KRA, bidders shall be expected to show samples of the various furniture bided for.</p>
2.	Mandatory Requirement	<p>Bidders are required to submit the sample viewing form along with the other mandatory requirements as per attached amended Mandatory requirements marked as Annex “1”</p>
3.	Price Schedule	<p>LOT 9: FILING SYSTEMS</p> <p>Bidders are advised that the price schedule for lot 9: Filing Systems has been amended. Bidders are required to use the amended price scheduled attached as Annexed “2”</p>

Kadim

4.	Tender Extension	<p>Bidders are advised that the tender Closing/opening date has been extended to 30th January 2026 at 11:00am.</p> <p>NB: Bidder are advised to align their bid security to the new tender closing/opening ie the bid security to be valid until 29th January 2027</p>
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The Addendum forms part of the bidding document and is binding to all bidders. All other terms and conditions of the tender remain the same. You are therefore required to immediately acknowledge the receipt of this addendum.

Regards,



Dominic Oporo

For: Deputy Commissioner - Supply Chain Management

ANNEX “1”
AMENDED MANDATORY REQUIREMENT

No.	Mandatory Documents	Requirement
1.	Duly filled, signed and stamped form of tender – in the format provided	MANDATORY
2.	A duly filled signed and stamped price schedule – in the format provided	MANDATORY
3.	Tenderer shall provide a Tender Security of Kshs 500,000.00 in form of a bank guarantee from a reputable bank licensed by the Central Bank of Kenya or insurance guarantee issued by an insurance company approved by the Public Procurement Regulatory Authority. <i>The validity of the bid security shall be 365 days from the date of tender closing. i.e. valid until 14th January 2027</i>	MANDATORY
4.	Copy of Certificate of Business Registration/Incorporation	MANDATORY
5.	Copy of valid Tax Compliance Certificate.	MANDATORY
6.	Copy of CR12/ CR13 certificate, which must be dated within twelve months to the tender closing date. (The certificate must not be dated earlier than 14 th January 2025.)	MANDATORY
7.	Power of attorney <i>Note:</i> <i>i. Power of Attorney is exempt for sole proprietor firms</i> <i>ii. The tender has to be duly signed by the person lawfully authorized to do so through the power of attorney</i>	MANDATORY
8.	Letter of credit from financial institution/bank for minimum of Kshs. 20 Million or a bank statement with a minimum bank balance of Kshs. 20 Million for the last 1 year..	MANDATORY
9.	Signed and stamped bidder’s declaration of Warranty	MANDATORY
10.	Must submit a duly filled and signed Confidential Business Questionnaire in format provided – in the format provided.	MANDATORY
11.	Certificate issued to Manufacturer that chair mechanism, gas lift and castors meet BIFMA standard, ISO 21015:2007 or equivalent Kenya Bureau of Standards Quality for office Chairs (if bidding for lots where there are chairs)	MANDATORY
12.	Form SD 1- Duly filled, signed and stamped Self-Declaration that the Person/Tenderer is Not Debarred in the Matter of the Public Procurement and Asset Disposal Act 2015- in the format provided.	MANDATORY
13.	Form SD 2- Duly filled, signed and stamped self-declaration that the bidder/person is not debarred in the matter of public procurement – in the format provided.	MANDATORY
14.	Duly filled, signed and stamped declaration and Commitment to the code of ethics- in the format provided.	MANDATORY
15.	Duly filled, and signed Certificate of Independent Tender Determination Form in the format provided. (Bidders MUST check item number v; a or b)	MANDATORY
16.	Mandatory Sample viewing Form	MANDATORY

Signature

Annex “2”

LOT 9: FILING SYSTEMS						
	Description		Unit of Issue	Estimated Quantities	Unit price (Kshs) inclusive of all taxes and levies	Total price (Kshs) inclusive of all taxes and levies
27 .	Mechanical Bulk filing system.	Lot 9				
	a. 4(bay) x 2(deep)		No	5		
	b. 6 x 2		No	5		
	c. 8 x 2		No	5		
	d. 10 x 2		No	5		
	e. 12 x 2		No	5		
	f. 16 x 2		No	5		
FIRE PROOF FILING SAFE						
28 .	4 Drawer Fire-proof filing cabinets	Lot 9	No	2		
29 .	3 Drawer Fire-proof filing cabinets	Lot 9	No	2		
30 .	2 Drawer Fire-proof filing cabinets	Lot 9	No	2		
31 .	Single door Fire-proof filing cabinets	Lot 9	No	2		
GRAND TOTAL PRICE (KSHS) INCLUSIVE OF ALL TAXES AND LEVIES						

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