



CLARIFICATION/ADDENDUM SET 1

15th April 2026

To all Prospective Bidders,

**REF NO.KRA/HQS/NCB-056/2025-2026: ANNUAL MAINTENANCE
CONTRACT FOR INTEGRATED SECURITY SYSTEM FOR A PERIOD OF
THREE (3) YEARS**

Kenya Revenue Authority wishes to inform prospective bidders of the following clarifications in the above subject tender:

BIDDERS QUERIES		
S/No	Query	Response
1.	Can EPRA A-1 certificate be dropped since the items in the scope of service are not high voltage.	Since the system is essential to the Authority, it requires a highly specialized bidder; therefore, the bidder must be registered with EPRA A-1 Bidders are therefore advised EPRA A-1 License remains Mandatory
2.	NCA 1 : Can this be lowered NCA 3	Due to the specialized nature of the service, the service provider needs to be registered in NCA 1 Bidders are therefore advised that item no. 15 in the Mandatory table remains unchanged.
3.	Attach a Certificate of Registration from the Office of the Data Protection Commissioner as either a Data Controller or a Data Processor; we propose that meeting either requirement should suffice, rather than requiring both	The Service provider will interact with KRA staff and taxpayers data which compels dat a controller and processor to register with the office of Data Protection Commissioner (ODPC) to adhere to the data protection principles. Bidders are therefore advised this requirements remains mandatory.
4.	Is joint venture allowed and should the joint venture partner provide all the mandatory requirements?	Bidders are advised that joint venture is allowed to maximum of TWO Members. Refer to ITT 4.1, page 26 of the tender document. The joint venture partner is expected to provide all the mandatory requirement EXCEPT the following 1. Duly filled, signed and stamped form of tender 2. Duly filled, signed and stamped Price schedule

Wanjiku



ISO 9001:2015 CERTIFIED

		<ol style="list-style-type: none">3. Bid Security of Kshs 500,000.004. Site visit certificates stamped by KRA representative for all the listed station5. WIBA any one year Kshs 20,000,000.006. Contractual Liability any one year Kshs 20,000,000.00
	Mandatory requirements	Bidders are advised that the mandatory requirements have been amended. Bidders are therefore required to use the Amended Mandatory Requirements attached herein and named as "Amended Mandatory Requirements"

The Addendum forms part of the bidding document and is binding to all bidders. All other terms and conditions of the application remain the same. You are therefore required to immediately acknowledge the receipt of this addendum.

Regards,

Dominic Oporo, HSC.

For: Deputy Commissioner - Supply Chain Management



Amended mandatory requirement

No.	Mandatory Documents Bidder must submit all the listed documents in this table.	Requirement
1.	Duly filled, signed and stamped form of tender – in the format provided	MANDATORY
2.	A duly filled and signed price schedule – in the format provided	MANDATORY
3.	<p>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 21st April 2026</i></p> <p>Original bid security to be deposited in the Tender security box located at Times Tower building, ground floor. Where a Digital Security is submitted, it must be verifiable through a dedicated means such as QR code, secure online portal, verified email, etc. and must be submitted in the notes and attachment folder along the technical proposal on or before the tender closing date and time.</p>	MANDATORY
4.	Copy of Certificate of Business Registration/Incorporation	MANDATORY
5.	Copy of valid Tax Compliance Certificate.	MANDATORY
6.	Valid Unified Business Permit	MANDATORY
7.	Copy of CR12/ CR13 certificate, which must be dated within the last twelve months to the tender closing date. (i.e. the certificate must not be dated earlier than 22 nd April 2025.)	MANDATORY
8.	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
9.	Certified Audited Accounts for the last three years with annual turnover of Kshs 150 million each year i.e. 2022, 2023, 2024 or 2023, 2024, 2025	MANDATORY
10.	Valid certificate of accreditation from Information Communication Technology Association ICTA - 1 for the following: <i>i. Information Security</i> <i>ii. Electronic Record Management</i> <i>iii. ICT Networks.</i>	MANDATORY
11.	Site visit certificates stamped by KRA representative for all the listed station attached as ANNEX “1”	MANDATORY
12.	Original Equipment Manufacturer (OEM) Authorization (Access Control System and CCTV) for the primary site (Times Tower	MANDATORY
13.	Valid EPRA License class A-1 for Electrical Installation works	MANDATORY
14.	Consent letter from the bidder allowing KRA to conduct background check on the bidders submitted documents.	MANDATORY

Wahini
15/04/2026



ISO 9001:2015 CERTIFIED

15.	Valid National Construction Authority Certificate of Registration and Practicing License NCA 1 - Electrical Installation/ Electronic; Installation of Uninterrupted Power Supply, Systems (UPS), Automatic Voltage, Regulators (AVR) and Surge Protectors	MANDATORY
16.	Attach Certificate of Registration by the Office of Data Protection Commissioner as a data Controller.	MANDATORY
17.	Attach Certificate of Registration by the Office of Data Protection Commissioner as a data processor.	
18.	WIBA any one year Kshs 20,000,000	MANDATORY
19.	Contractual Liability any one year Kshs 20,000,000	MANDATORY
20.	Registration with Private Security Regulatory Authority- attach certificate	MANDATORY
21.	Valid Social Health Assurance (SHA) Compliance Certificate	MANDATORY
22.	Valid NSSF Compliance Certificate.	MANDATORY
23.	Must submit a duly filled and signed Confidential Business Questionnaire in format provided – in the format provided.	MANDATORY
24.	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
25.	Form SD 2- Self declaration that the person/tenderer will not engage in any corrupt or fraudulent practice – in the format provided.	MANDATORY
26.	Duly filled, signed and stamped declaration and Commitment to the code of ethics- in the format provided.	MANDATORY
27.	Duly filled, and signed Certificate of Independent Tender Determination Form in the format provided. (Bidders MUST check item number v; a or b)	MANDATORY

Kobir
15/4/2024