



ADDENDUM SET 3

20th May 2026

To all Prospective Bidders:

REF NO.KRA/HQS/NCB-070/2025-2026 FRAMEWORK CONTRACT FOR SUPPLY OF FLEET REPAIRS PARTS AND MAINTENANCE SERVICES COUNTRY WIDE FOR A PERIOD OF THREE (3) YEARS.

Kenya Revenue Authority wishes to inform prospective applicants of the following amendments/clarifications:

NO	QUERY	KRA RESPONSE
1	A: Mandatory Documents:	Bidders are advised that the below listed Two (2) Mandatory Requirements have been expunged. 14. KEMRA Certification or Public works certificate issued by Ministry of Roads and Infrastructure or letter of appointment by dealership. 15. Submission of Title deed/Valid Lease Agreements against the station bided for. The revised/amended mandatory Documents is attached and named: A Table 1 AMENDED MANDATORY DOCUMENTS.
2	B: Vendor Evaluation Criteria:	Bidders are advised that the below listed Three (3) Vendor Evaluation Criteria Requirements have been expunged. 3.Premise security Intruder alarms: (Confirm if fitted) Alarms fitted in the premise = 2 marks No Alarms fitted = Zero (0) mark Item 3 only the KRA Requirements Intruder Alarms has been removed. 5. Personnel competency 6.Fire Safety Item Number 5 and 6 Have been completely Expunged from the KRA Requirement. The revised/amended Vendor Evaluation Criteria is attached and named: B Table 2 Amended VENDOR EVALUATION CRITERIA.
3.	Table 2: KRA Towns /Stations garages required per region.	North Rift Region: The following stations have been added to the list named Table 2. 1. Kainuk, 2. Lokichogio 3. Eldama Ravine 4. Kabarnet, 5. Kapsabet
2.	Price Schedule): Routine Service (Minor, Medium and Major	Bidders are advised that the PRICE SCHEDULE FOR ROUTINE SERVICE (MINOR, MEDIUM AND MAJOR SERVICE) provided in the bidding document has been

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		expunged and Replaced with the attached AMENDED PRICE SCHEDULE marked as ANNEX II.
3.	Price Schedule in excel Editable format.	Bidders are advised that the price schedule for Spare parts can be availed on request through the below email address. eprourement@kra.go.ke

Regards,

Dominic Oporo, HSC.

For: Deputy Commissioner – Supply Chain Management



ANNEX II: AMENDED - PRICE SCHEDULE

- Bidders to note that the prices shall remain valid for a period of **three (3) years**.
- **Firms** must submit their financial proposal(s) (cost for service provision) using the below format.
- The Authority shall enter into one or multiple Framework contracts.
- Price to be quoted in Ksh and inclusive of VAT and all Applicable taxes and Levies.
- Prices to include labor, parts, consumable, lubricants and inclusive of VAT and all Applicable taxes and Levies. Mention the duration of attending to the motor vehicle or lead time.
- Bidders are advised to quote for genuine parts only.
- Award shall be based on the indicated unit rate.

FRAMEWORK CONTRACT FOR SUPPLY OF FLEET REPAIRS PARTS AND MAINTENANCE SERVICES COUNTRY WIDE FOR A PERIOD OF THREE (3) YEARS.

NO	MODEL		SERVICE "A" (MINOR)	SERVICE "B" (MEDIUM)	SERVICE "C" MAJOR)
		MODEL	COST PER VEHICLE	COST PER VEHICLE	COST PER VEHICLE
	DESCRIPTION	MODEL	Kshs.inc of all Taxes and Levies	Kshs.inc of all Taxes and Levies	Kshs.inc of all Taxes and Levies
1	TOYOTA PRADO(1KD/1KZ)	TOYOTA			
2	TOYOTA PRADO (1GD) DIESEL	TOYOTA			
3	TOYOTA COROLLA (2ZR: ZRE- 152R, ZRE-182R)	TOYOTA			
4	TOYOTA COROLLA (1ZZ)	TOYOTA			
5	TOYOTA LAND CRUISER (HZJ 76/ 79)	TOYOTA			
6	SUZUKI CIAZ	Suzuki			
7	TOYOTA HIACE (2L LH 114) DIESEL	TOYOTA			
8	TOYOTA HIACE (2KD) DIESEL	TOYOTA			
9	TOYOTA HIACE (RZH 114) PETROL	TOYOTA			
10	TOYOTA D/CAB (5L-LAN 25)	TOYOTA			
11	TOYOTA D/CAB (2KD: KUN25R, KUN125R)	TOYOTA			
12	TOYOTA D/CAB 2GD GUN 125R	TOYOTA			
13	TOYOTA D/CAB (LAN 166: 3L)	TOYOTA			
14	MITSUBISHI PAJERO	MITSUBISHI PAJERO			
15	VW POLO	VOLKSWAGEN			
16	VW PASSAT (CDA	VOLKSWAGEN PASSAT			



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17	VW TOUREG	VOLKSWAGEN TOUREG			
18	NISSAN URVAN E26 (YD25)	NISSAN URVAN			
19	NISSAN URVAN (TD27)	NISSAN URVAN			
20	NISSAN D/CAB NP300 (YD25)	NISSAN D/CAB			
21	NISSAN D/CAB (ZD30 PATROL)	NISSAN PATROL			
22	NISSAN PATROL GL	NISSAN PATROL			
23	NISSAN URVAN NV 350	NISSAN URVAN			
24	NISSAN NAVARA	NISSAN			
25	ISUZU LORRY (FRR)	ISUZU			
26	ISUZU LORRY (FSR)	ISUZU			
27	ISUZU BUS (MV 123)	ISUZU			
28	ISUZU BUS (NPR)	ISUZU			
29	ISUZU BUS NQR	ISUZU			
30	ISUZU DMAX D/CAB	ISUZU			
31	CHEVROLET CAPTIVA	CHEVROLET			
32	MAHINDRA SCORPIO	MAHINDRA			
33	YAMAHA MOTORBIKES 125/175	YAMAHA			
	TOTAL COST OF THE UNIT RATES				
	GRAND TOTAL COST (MINOR + MEDIUM + MAJOR)				
30	Towing charges per km for small car/van				
31	Towing charges per km for Lorry				
32	Towing charges per km for bus				
33	Duration of Service (Hours)				

Bidder Name: _____

Date _____

Official Stamp: _____

Signature: _____



Table 1: AMENDED MANDATORY DOCUMENTS.

TABLE 1: MANDATORY DOCUMENTS		
No	Evaluation criteria Description	Requirement
1	Duly filled, and signed Form of tender by the Tenderer in the format provided	MANDATORY
2	Duly filled and signed Price schedule by the Tenderer in the format provided.	MANDATORY
3	Copy of Certificate of Business Registration/Incorporation/Identity Card/Passport For Sole Proprietors	MANDATORY
4	Copy of valid Tax Compliance Certificate issued by Kenya Revenue Authority.	MANDATORY
5	Copy of CR12/ CR13 certificate, which must be dated within twelve months to the tender closing date.	
6	Power of attorney Note: i. Power of Attorney is exempt for sole proprietor firms. ii. The tender has to be duly signed by the person lawfully authorized to do so through the power of attorney	MANDATORY
7	Letter from bank indicating that the firm has been operating an account. The letter must be dated within six (6) months to the tender closing date.	
8	An original hard copy or a digital tender security (<i>which MUST be verifiable in form of QR code or an online portal</i>) of Kes. 200,000.00 in a freely convertible currency valid for 365 days from the date of tender opening (i.e. valid until 18th May 2027.) The hard copy of the bid security MUST be dropped in the Tender Security Box located at Ground Floor, Times Tower Building and for a digital tender security MUST be attached and submitted with the technical proposal any day before the tender closing date.	MANDATORY
9	Must submit a duly filled, signed and stamped Confidential Business Questionnaire in format provided – in the format provided.	MANDATORY
10	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
11	Form SD 2- Must complete a self-declaration that the bidder/person will not engage in any corrupt or fraudulent practice – in the format provided.	MANDATORY
12	Duly filled, signed and stamped declaration and Commitment to the code of ethics- in the format provided.	MANDATORY
13	Duly filled, signed and stamped Certificate of Independent Tender Determination Form in the format provided. (Bidders MUST check item number v; a OR b)	MANDATORY
14	Submission of valid insurance cover against the garages.	MANDATORY

Notes to the Mandatory/ Preliminary evaluation criteria above: Bidders who do not comply with the above requirements under preliminary evaluation shall be deemed non responsive and hence will be disqualified from further evaluation.



AMENDED VENDOR EVALUATION CRITERIA

The following criteria will be used in the evaluation of all potential suppliers. The documents submitted will be evaluated for suitability and awarded marks, which will contribute to a maximum score of **37 marks** of the total vendor evaluation with a cut off score of **25 marks**.

TABLE 2. AMENDED VENDOR EVALUATION CRITERIA

No	ITEM	KRA Requirements	Criteria	Total Allocated Weight (Marks)	Bidders response	Score
1	Firm's Experience	a) The bidder should have a minimum of 5 years' experience in provision of Supply of Fleet Repairs Parts and Maintenance Services. Provide a list of firms with information of contract values and Description of Services performed for the last five (5) Years.	5 Years & above = 2 Marks Below 5 Years = 1 Marks	2		
		b) Submission of evidence of previous experience with similar repair & maintenance works/services attach copies of LPOs, letter of award, from at least one corporate customers/clients. from the list of clients in (a) above	2 Contracts & above = 3 Marks 1 Contracts = 1 Marks No Contract = 0 Marks	3		
		c) Attach Recommendations letters from one of the corporate clients listed in (b) above	2 Recommendation = 2 Marks 1 Recommendation = 1 Marks No Contract = 0 Marks	2		
2	Garage Facility	Size: Indicate number of bays / holding areas	3 bays = 3 marks 2 Bays = 2 Marks 1 Bay = 1 Mark No Bay = Zero Marks	3		
		Service pits: (State the no. of pits in the garage)	2 Pits = 2 marks 1 Pit = 1 Mark	2		
		Engine shop: (State the type of floor)	Concrete floor = 2 marks Earth floor = 1 Mark	2		
3	Premise security	CCTV coverage: (Indicate the areas covered)	All yard covered plus entry/exit points = 3 Marks.	3		

Signature

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		Guarding services (24 hrs coverage)	24 Hrs Security guards available = 3 marks . 24 hrs Security guards not available = Zero (0) Mark	3		
		Full height Perimeter walls / fences	Permanent full wall height to cover high vehicles State if fitted with razor wire = 2 Marks Semi-permanent Fence/Wall = 1 mark	2		
4	Work shop Tools & Equipment	Fully kitted Tool box (Indicate the number of boxes available)	4 and more tool boxes = 3 marks 2-3 tool boxes = 2 marks 2-3 tool boxes = 2 marks 1 tool box = 1 mark	3		
		Diagnostic kit (State number of kits)	1 or more = 2 marks No kit = 0 mark	2		
		Lubrication tools /equipment (State number and type of tools in this category)	2 or more = 2 marks 1 equipment = 1 mark	2		
		Spray booth (Indicate numbers)	1 or more = 2 marks No booth = 0 mark	2		
		Hoisting equipment (Indicate numbers)	1 or more = 2 marks , No equipment = 0 mark	2		
		Air Compressor (Indicate numbers)	1 or more = 2 marks No equipment = 0 mark	2		
		Body shop equipment (Accident repair equipment (jigs & fixtures)	All available = 2 marks , No = Zero Marks	2		
Total				37	Cut off points	25

Notes:

Tenderers will proceed to the Financial Stage only if they qualify in compliance with Vendor Evaluation Criteria above and attain the pass mark.

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