



KENYA REVENUE
AUTHORITY

INTERNAL

ISO 9001:2015 CERTIFIED

18th December 2025

ADDENDUM SET 1

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.	The past experience for 50 million shillings LPOs be reviewed downwards to at least 5 million shillings as the 50 million is on higher side	Bidders are advised that the vendor evaluation criteria in the tender document has been expunged and replaced with AMENDED VENDOR EVALUATION CRITERIA attached and marked "Annex 1" Bidders are therefore advised to use the Amended Vendor Evaluation Criteria
2.	Kindly consider extension of submission date by two weeks as most of directors and companies have closed or planning to close and some of the documents requested need approval from senior employees	Bidders are advised that the tender Closing/opening date has been extended to 22nd January 2026 at 11:00am. NB: Bidder are advised to align their bid security to the new tender closing/opening ie the bid security to be valid until 21st January 2027

The Addendum form 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,

Martha Njuguna

For: Deputy Commissioner - Supply Chain Management

Tulipe Ushuru, Tujitegemee!



ANNEX 1

AMENDED VENDOR EVALUATION

No	Vendor Evaluation Criteria	Max Score
1.	<p>Firms Experience</p> <p>Experience/ Reputation</p> <p>a) Provide two (2) references with current contact details (names and telephone numbers of contact persons) for organizations to which the bidder has supplied and delivered office furniture valued at Ksh. 30,000,000.00 or more per contract or Local Purchase Order within the last five (5) years from the tender opening date.</p> <ul style="list-style-type: none"> Each reference shall be for a minimum contract / Local Purchase Order value of Ksh. 30,000,000.00. Where a single contract comprises multiple LPOs, the cumulative value of those orders must be Ksh. 30,000,000.00 or above. Where a bidder submits bids for more than one lot, the bidder may use the same reference for multiple lots. <p>Copy of contract/Purchase orders meeting the above requirements – 5 marks per reference</p> <p>b) Bidder to show evidence of having delivered the furniture by attaching an invoice or a delivery note to the clients in (a) above - 5 marks per client.</p> <p>c) Recommendation letter from clients in (a) above on deliveries done. The letter should be on a letter head with up to date contact, telephone and email address. In addition, the letter should have description of the goods and the value. (Note: A recommendation letter is not a notification of award). (5 marks per recommendation letter).</p>	30
	<p>Technical staff qualification</p> <p>Academic qualification in joinery or carpentry or related field for two (2) technical staff. CV's and certificates including relevant technical experience for at least four (4) technical staff</p> <p>Academic Certificates, Diploma/certificate 2.5 Marks Government trade test..... 1.5 Marks</p> <p>Relevant technical experience Over 5 years' experience2.5 marks 3-4 years' experience.....1.5 marks 1-2 years' experience... 1 marks</p>	20
	TOTAL SCORE	50
	CUT OFF SCORE TO PROCEED TO TECHNICAL EVALUATION	35


18/12/2023