



CLARIFICATION / ADDENDUM "SET 1"

2nd July, 2021.

To all Prospective bidders,

REF: TENDER NO.KRA/HQS/RFP -068 /2020-2021 – PROVISION OF INVESTMENT MANAGEMENT SERVICES TO KRA STAFF PENSION SCHEME.

Kenya Revenue Authority wishes to inform prospective bidders of the clarifications / addendum highlighted below:

No.	Tender Instruction	KRA Responses
1.	On Tender Notice page 1 item 6. Indicates that: Submission should strictly be done via the KRA E-Procurement Portal. Bidders to note that system bid submission issues shall not be addressed within 24 hours to the tender opening date and time.	Bidder's are advised to submit their bids: The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning "DO NOT OPEN BEFORE...9th July, 2021 at 11:00 am...." : In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows: <ul style="list-style-type: none">i) in an envelope or package or container marked "ORIGINAL", all documents comprising the Technical Proposal, as described in ITC11;ii) in an envelope or package or container marked "COPIES", all required copies of the Technical Proposal;iii) in an envelope or package or container marked "ORIGINAL", all required copies of the Financial Proposal; and

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No.	Tender Instruction	KRA Responses
2.	<p>On Tender Notice page 1 item 7.</p> <p>Indicates that:</p> <p>Bids will be opened electronically promptly after closing time and Bidders or their representatives are welcome to witness the opening at Times Tower Building.</p>	<p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none">i) Bear the name and address of the Procuring Entity.ii) Bear the name and address of the Firm; andiii) Bear the name and Reference number of the Assignment. <p>Addressed to :</p> <p>The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building, Nairobi</p> <p>The Tender Opening shall be conducted on 9th July, 2021 at 11:00 am at Times Tower Building.</p> <p>Venue -21st Floor –Supply Chain Management Department Room –SCM –Meeting Room 1</p>
3.	<p>On Section 2 (B) Data Sheet on page 16</p> <p>A. General Provision Reference to ITC Clause 1 (k) indicates that:</p> <p>Electronic – Procurement System</p> <p>The KRA shall use the following electronic-procurement system to manage this Request for Proposal process which includes Issuing Notification of the RFP , Issuing the RFP submissions of technical and financial proposals, Issuance of addendums and opening of Proposals.</p>	<p>Bidder's are advised to submit their bids:</p> <p>The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning “DO NOT OPEN BEFORE...9th July,2021 at 11:00 am.....”:</p> <p>In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows:</p> <ul style="list-style-type: none">i) in an envelope or package or container marked “ORIGINAL”, all documents comprising the Technical Proposal, as described in ITC11;ii) in an envelope or package or container marked “COPIES”, all


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No.	Tender Instruction	KRA Responses
4.	<p>On Section 2 (B) Data Sheet on page 16</p> <p>A. General Provision Reference to ITC Clause 2.2 indicates that:</p> <p>Financial Proposal to be submitted together with Technical Proposal in separate envelopes: Yes</p> <p>Technical Proposal to be Submitted in The Tech bid C – Folder and Financial Proposals in The Notes and Attachment Folder</p>	<p>required copies of the Technical Proposal; in an envelope or package or container marked “ORIGINAL”, all required copies of the Financial Proposal; and</p> <p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none"> i) Bear the name and address of the Procuring Entity. ii) Bear the name and address of the Firm; and iii) Bear the name and Reference number of the Assignment. <p>Addressed to :</p> <p>The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building Nairobi</p> <p>Bidder’s are advised to submit their bids:</p> <p>The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning “DO NOT OPEN BEFORE...9th July,2021 at 11:00 am.....”:</p> <p>In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows:</p> <ul style="list-style-type: none"> i) in an envelope or package or container marked “ORIGINAL”, all documents comprising the Technical Proposal, as described in ITC11; ii) in an envelope or package or container marked “COPIES”, all required copies of the Technical Proposal; iii) in an envelope or package or container marked “ORIGINAL”, all required copies of the Financial Proposal; and

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5.	<p>On Section 2 (B) Data Sheet on page 18</p> <p>C. Submission, Opening and Evaluation to ITC Clause 17.5 indicates that: The Consultant must submit:</p> <p>(a) Technical Proposal: <u>electronically via the supplier portal to Tech Bid C- Folder</u></p> <p>(b) Financial Proposal: <u>electronically via the supplier portal to Notes and Attachment Folder</u></p>	<p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none">i) Bear the name and address of the Procuring Entity.ii) Bear the name and address of the Firm; andiii) Bear the name and Reference number of the Assignment. <p>Addressed to : The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building, Nairobi</p> <p>Bidder's are advised to submit their bids:</p> <p>The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning “</p> <p>“DO NOT OPEN BEFORE...9th July, 2021 at 11:00 am.....”:</p> <p>In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows:</p> <ul style="list-style-type: none">i) in an envelope or package or container marked “ORIGINAL”, all documents comprising the Technical Proposal, as described in ITC11;ii) in an envelope or package or container marked “COPIES”, all required copies of the Technical Proposal;iii) in an envelope or package or container marked “ORIGINAL”, all required copies of the Financial Proposal; and



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No.	Tender Instruction	KRA Responses
6.	<p>On Section 2 (B) Data Sheet on page 18</p> <p>C. Submission, Opening and Evaluation to ITC</p> <p>Clause 18.5 indicates that:</p> <p>The Proposal must be submitted no later than:</p> <p>Date: <u>28th June , 2021</u></p> <p>Time: <u>11:00AM East African Time</u>”]</p> <p>The Proposal submission address is <u>EPROCUREMENT PORTAL</u></p>	<p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none"> i) Bear the name and address of the Procuring Entity. ii) Bear the name and address of the Firm; and iii) Bear the name and Reference number of the Assignment. <p>Addressed to :</p> <p>The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building, Nairobi</p> <p>Bidder's are advised to submit their bids:</p> <p>The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning “DO NOT OPEN BEFORE...9th July,2021 at 11:00 am.....” :</p> <p>In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows:</p> <ul style="list-style-type: none"> i) in an envelope or package or container marked “ORIGINAL”, all documents comprising the Technical Proposal, as described in ITC11; ii) in an envelope or package or container marked “COPIES”, all required copies of the Technical Proposal; iii) in an envelope or package or container marked “ORIGINAL”, all required copies of the Financial Proposal; and <p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none"> i) Bear the name and address of the Procuring Entity.

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No.	Tender Instruction	KRA Responses
7.	<p>On Section 2 (B) Data Sheet on page 18 C. Submission, Opening and Evaluation to ITC Clause 20.1 indicates that: An online option of the opening of the Technical Proposals is offered: Yes ___</p> <p><i>[If yes, insert "The online opening procedure shall be: [Describe the procedure for online opening of Technical Proposals.]</i></p> <p>The opening shall take place at: <i>[Insert and fill in the following:]</i></p> <p>Street Address: Haile Selassie Avenue Floor Number 21st Floor Room Number SCM MEETING ROOM 1 City: NAIROBI County: NAIROBI Country: KENYA Date: 24th June, 2021 Time: 11:00 AM East African Time</p>	<p>ii) Bear the name and address of the Firm; and iii) Bear the name and Reference number of the Assignment.</p> <p>Addressed to : The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building, Nairobi</p> <p>The requirement for an online option of the opening of the Technical Proposals is offered: Yes</p> <p>This has been amended to read – The technical and financial proposals shall be manually opened,</p>



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8.	<p>On Section 2 (B) Data Sheet on page 18 Other Eligibility and Mandatory Criteria shall be: to ITC Clause 22.1 indicates that: On Requirements (Item 1)</p> <p>Two Bid – Requirement Technical Proposal - Submitted electronically via the supplier portal to <u>Tech Bid C- Folder</u>. Financial proposal – Submitted electronically via the supplier portal to <u>Notes and attachment Folder</u>.</p>	<p>Bidder’s are advised to submit their bids: The firm shall deliver the Proposals in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the assignment, addressed to Kenya Revenue Authority and a warning “DO NOT OPEN BEFORE...9th July, 2021 at 11:00 am.....”</p> <p>In the single sealed envelope, in a single sealed package, or in a single sealed container the following documents shall be closed and shall be addressed as follows:</p> <ul style="list-style-type: none"> i) in an envelope or package or container marked “ORIGINAL”, all documents comprising the Technical Proposal, as described in ITC11; ii) in an envelope or package or container marked “COPIES”, all required copies of the Technical Proposal; iii) in an envelope or package or container marked “ORIGINAL”, all required copies of the Financial Proposal; and <p>The inner envelopes or packages or containers shall:</p> <ul style="list-style-type: none"> i) Bear the name and address of the Procuring Entity. ii) Bear the name and address of the Firm; and iii) Bear the name and Reference number of the Assignment. <p>Addressed to : The Commissioner General, Kenya Revenue Authority, P.O Box 48240-00100, Times Tower Building, Nairobi.</p>

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No.	Tender Instruction	KRA Responses	
9.	KRA/HQS/RFP-068/2020-2021: Provision of Consultancy Services for Investment Management Services to KRA Staff Pension Scheme	PREVIOUS TENDER CLOSING DATE 6 th July, 2021 at 11.00 am Times Tower	NEW TENDER CLOSING DATE 9 th July, 2021 at 11.00 am Times Tower
10.	Note: Prospective bidders are hereby advised to align their Tender Security to the new tender opening date i.e 9th July, 2021 to be valid up to and including 8th July, 2022 .		

The clarification / addendum 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.

Regards,

Benson Kiruja

For: Deputy Commissioner - Supply Chain Management

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