



# Kenya Power

The Kenya Power & Lighting Co. Ltd.  
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Sima Plaza, Kolobot Road

Our Ref: KP1/9A.2/OT/018/SS/19-20/ck

11/10/2019

M/s .....

Dear Sir/Madam,

## ADDENDUM NO. 2 TO THE TENDER NO. KP1/9A.2/OT/018/19-20 FOR PROVISION OF SECURITY GUARDING SERVICES

The following clarifications are made to the specified provisions of the Tender document.

### 1. RELATIONSHIP WITH THE PRINCIPAL TENDER DOCUMENT

Save where expressly amended by the terms of this Addendum, the Principal Tender Document shall continue to be in full force and effect. The provisions of this Addendum shall be deemed to have been incorporated in and shall be read as part of the Principal Tender Document.

### 2. REVISED TECHNICAL EVALUATION SCHEDULE

Detailed Evaluation. This shall be the scoring criteria.

The assignments are classified into two (2) classes, A and B. Class A assignments will be awarded to successful bidders who will attain overall score that is greater than “90”. While Class B will be awarded to firms obtaining overall score of between “70 to 89”.

The revised technical evaluation schedule is as follow;

<b>TECHNICAL EVALUATION REQUIREMENTS SCHEDULE:</b>					
	<b>Description of Criteria</b>	<b>Requirement</b>	<b>Confirm submission Yes/ No</b>	<b>Total Marks 100</b>	<b>Cut off marks 70</b>
<b>1.</b>	Physical Facilities And Operational tools				
<b>A</b>	Evidence of physical address. Attach copies of title, valid lease or rental agreement ( <b>5 marks</b> )	Authentic Copy of title/ lease agreement.	.....Y/N	<b>10</b>	

<b>B</b>	Proof of running fleet capacity – Marked <b>motor vehicles</b> dedicated to security operations (attach copies of log books and areas where such vehicles are deployed, minimum 2 vehicles) 5 Vehicles and above (10marks) 3 Vehicles (6marks) 2 Vehicles(2marks)	Attach <b>copies of log</b> books owned or leased (with lease agreement)	.....Y/N	<b>10</b>	
<b>C</b>	Provide evidence of <b>dogs that</b> are vaccinated.(minimum 5 dogs)	Current and authentic copies of vaccination certificates indicating the dogs clinic and their respective address	.....Y/N	<b>5</b>	
<b>d</b>	Provide evidence of ownership of rapid response backup system.	Proof to be provided (Ownership of rapid response vehicles,communication infrastructure,alarm response,command and control room.	.....Y/N	<b>10</b>	
<b>e</b>	Cash In Transit Services Provision	Proof of a running Contract for Cash In Transit	Y/N	<b>2</b>	
<b>TOTAL</b>				<b>37</b>	
<b>2.</b>	<b>Company Profile</b>				
<b>a</b>	Number of years that the firm has been providing security services. a. more than 10 years – (10 marks) b. Between 5 and 10 years – (5 marks) c. below 5years – (2 marks)	Avail a copy of Certificate of Registration/Incorporation	.....Yrs/N	<b>10</b>	
<b>b</b>	State if your company has got; 1) Nil criminal case pending before court (2 mark) 2) Nil claims with KPLC (3 marks)	<b>Either bidder or contracting firm has right to prove their cases.</b>	.....Y/N  .....Y/N	<b>5</b>	
<b>c</b>	State with relevant evidence any two (2) social welfare programs provided for	Attach documentary evidence for the welfare programmes	.....Y/N	<b>5</b>	

	guards e.g. medical or Sacco facilities etc.				
<b>d</b>	Provide Evidence of Quality Management Standards e.g. ISO Compliance. Certified..... (10 marks)  In the process of being certified.....(3 marks)	<b>Attach copy of certificate or documents to show progress.</b>	.....Y/N  .....Y/N	13	
	<b>TOTAL</b>			<b>33</b>	
<b>3.</b>	<b>Personnel Competency Profiles</b>				
<b>a</b>	Submit your firm's organizational chart indicating competencies of key contract supervisory personnel in your employment .	(Attach certified copies of educational and professional testimonials)	.....Y/N	5	
<b>b.</b>	Provide valid evidence of availability and appropriate qualification of key personnel. <b>a) Operations Manager</b> Graduate level & diploma in security Management.- 2marks <b>b) Recruitment Manager</b> Graduate level & diploma in Human Resource Management. 2 marks	<b>Attach CV's and certificates.</b>		4	
<b>c</b>	State with relevant evidence any other allowance(s) paid to the guards on monthly basis. (1 marks)	<b>Attach copy of guards' salary structure/payslip</b>	.....Y/N	1	
<b>d</b>	Provide framework for; 1) Guards' duty Rostering Methodology (2 marks) 2) Selection, recruitment and vetting policies (5 marks) 3) Training schedules (3 marks)	<b>Attach documents to demonstrate recruitment policy/training schedules for basic, professional skills and recurring courses.</b>	.....Y/N	10	
	<b>TOTAL</b>			<b>20</b>	

<b>4.</b>	<b>Reputation</b>				
	Indicate the current principal assignments of similar service with OTHER institutions <b>except</b> Kenya Power and contact person(s) 5 and above – 10 marks 3 - assignments- 6 marks 2- assignments – 4 marks 1 - Assignment – 2 marks	<b>Five (5) copies of Contracts assignments of similar magnitude( to be verified by the contractees)</b>	.....Y/N	<b>10</b>	
		<b>TOTALS</b>			

### **3. TENDER CLOSING DATE**

The tender **closing date** shall remain the same.

All other terms and conditions remain as per the Principal Tender Document (PTD)

Yours faithfully,

For: **THE KENYA POWER & LIGHTING CO. LTD.**

  
**JANE NDINYA**

**Ag. SUPPLY CHAIN MANAGER, PROCUREMENT**