



# Kenya Power

The Kenya Power & Lighting Co. Ltd.  
**Central Office** – P.O. Box 30099, Nairobi, Kenya  
Telephone – 254-02-3201000  
Fax No. 254-02-3201889  
Stima Plaza, Kolobot Road

Our Ref: KP1/9A.2/OT/004/CS/19-20

25.07.2019

M/s .....

Dear Sir/Madam,

**ADDENDUM NO. 1 TO THE TENDER NO. KP1/9A.2/OT/004/CS/19-20 FOR PROCUREMENT OF PUBLIC RELATIONS AND EVENTS MANAGEMENT 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. CLARIFICATIONS TO BID DOCUMENT**

The following responses are made to clarifications sought on various issues in the Tender document for Procurement of Conductors and Cables and shall be deemed to form the addendum.

No	Query	RESPONSE
1.	In the Instructions to Tenderers the Tender Validity period indicated is 180 days while the tender form has indicated 120 days. Please clarify	KPLC requires a validity period of at least one hundred and twenty (120) days
2.	What is the format of bid security required?	The tender security shall be in the form of a Bank guarantee issued by Banks Licensed by the Central Bank of Kenya). The Tender security should be in the format provided in the tender document.

3.	Will there be application of preferences as indicated in the instructions to tenderers	Preferences shall not be applicable for this tender.
4.	In the case of a joint venture , who shall be responsible for submission of the bid	<p>The tender requires the bid to be submitted by all the firms forming the joint venture.</p> <p>Bidders are required to refer to the Instructions to bidders regarding the procedures required for joint venture participation.</p>
5.	Can KPLC provide a brief of the required pitch presentation	<p>The Brief is attached as <b>Appendix 1</b> to the addendum.</p> <p>Bidders are required to upload their presentation when responding to the tender in the e procurement portal.</p>
6.	Please clarify on the Eligible Tenderers.	Only APA (Association of Practitioners in Advertising) registered advertising agencies are eligible or those registered in associations of its equivalence in their countries in cases of foreign bidders. In case of a joint venture, the Lead Partner or Contractor must be a member of APA or any internationally recognized advertising association.
7.	<p>There was an omission on;</p> <p>i) Development and implementation of a crisis communication plan. Provide annual reviews and implementation reports of the same</p> <p>Once a year</p> <p>Please clarify</p>	<p>Development and implementation of a crisis communication plan. Provide <b>quarterly</b> reviews and implementation reports of the same</p> <p>Once a year</p>
8.	<p>(vii) Develop in conjunction with specialists media communication skill development programmes for up to 300 key employees to promote communication effectiveness internally and externally.</p> <p>Once per year</p> <p>Please clarify</p>	<p>Develop in conjunction with specialists media communication skill development programmes for up to 300 key employees to promote communication effectiveness internally and externally.</p> <p><b><u>Required are 4 sessions in a year</u></b></p>

9.	<p>There was an omission on;</p> <p>(i) "Brown bag sessions with journalists are various editorial levels</p> <p>(ii) Regional media relations activities. Please clarify.</p>	<p><b><u>Required are 24 Activities per year</u></b></p>
10.	<p>(i) Strategic support and management of standard or routine corporate events throughout the country including exhibitions and shows.</p> <p>24 per year Please clarify</p>	<p>Strategic support and management of standard or routine corporate events throughout the country including exhibitions and shows</p> <p><b><u>Required are 60 per year</u></b></p>

### 3. CHANGE OF TENDER OPENING DATE

The tender closing date has been extended from 8<sup>th</sup> August, 2019 to 15<sup>th</sup> August, 2019.

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

Yours faithfully,  
For: **THE KENYA POWER & LIGHTING CO. LTD.**

  
**BERNARD K. NGUGI**  
**GENERAL MANAGER SUPPLY CHAIN**

