



*The Kenya Power & Lighting Co. Ltd.
Central Office – P.O. Box 30099, Nairobi, Kenya
Telephone – 254-020-3201000, StimaPlaza, Kolobot Road*

Our Ref: KP1/6A-2/PT/5/15/A44

24th December, 2015

M/s

Dear Sir/ Madam

RE: ADDENDUM NO.1.TO THE TENDER RFP No. KP1/6A-2/PT/5/A44 TENDER FOR RETROFITTING OF INCANDESCENT BULBS WITH COMPACT FLOURESCENT LAMPS

Following request for clarifications from our prospective bidders, we make the following clarifications and amendments to the principal tender document issued in November, 2015.

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. CLARIFICATION ON QUERIES RAISED BY BIDDERS

No.	Question	Answer
1.	We would like to get a clarification if the tender just involve replacement of lamps, or consultant is required to supply any material.	Replacement of lamps only.
2.	The bid document we downloaded does not mention any form of bid bond. Does it mean that the tender does not require one?	Yes, this is a request for proposal and does not require any form of bid bond.
3.	After the bulbs leave KPLC stores for example Meru, to be exchanged in Moyale, will KPLC offer or arrange for temporary storage at the final destination?	NO.

No.	Question	Answer
4.	It's mentioned 1 supervisor for 5 teams. How may staff does a team have?	At least Two (2)staff
5.	I kindly request that you provide me with the following details concerning the request for proposals for scaling up energy access project; RFP NO>KP1/6A-2/PT/5/15/A44: (a) How many bulbs do you require? None (b) How does one tender?	a) No bulbs required b) As per Tender document, "Request for proposals can be electronically downloaded from the KPLC website free of charge. Bidders may also purchase a complete set of bidding documents upon payment of a non-refundable fee of KSh.1, 000.00."
6.	Would you consider a shorter time frame if we could fulfil the project requirements in less time than 6 months?	Maximum time for the contract is 6 months.
7.	Is the client responsible for budgeting of meeting halls, per diem and transport for participants and similar costs for the interim and final presentations?	NO
8.	Should other team members' CVs be included in the submitted proposal in addition to the key experts' CVs including their consent for availability?	Copies of academic certificates to be included.
9.	In the RFP document, the requirements for the key team members are presented. Is the number of total team members in each Region/Lot limited?	NO
10.	If possible, kindly provide us with a ceiling amount for each lot and if this is not possible, kindly let us know why it has in this case been deemed appropriate to not provide such information?	Referring to Clause 14.1.2 of the tender document, "The Client may indicate in the Data Sheet the estimated Key Experts' time input (expressed in person-month) or the Client's estimated total cost of the assignment, but not both. This estimate is indicative and the Proposal shall be based on the Consultant's own estimates for the same."
11.	Also, are there any page limits for any of the sections of the bidding documents?	NO
12.	Is it mandatory that bidders buy the bidding documents from the client at the stated cost of KShs 1000? If so, must bidders physically avail themselves to Parklands to collect the same or can they purchase through MPESA and then bidding documents sent through email? How is this payment to be (bank, cash) if bidders must avail themselves physically?	As stated in the tender document, "Request For proposals can be electronically downloaded from the KPLC website free of charge. Bidders may also purchase a complete set of bidding documents upon payment of a non-refundable fee of KSh.1, 000.00."
13.	Is there any given format for presenting the Offeror's references, Key expert's CVs, work plan?	The format is as provided in the Technical proposal (FORM TECH- 2), FORM TECH-3, and FORM TECH 5

No.	Question	Answer
14.	In the electronic version of the submitted proposal, is the CD/Flash disk only one containing both technical and financial proposal or are they two CDs/Flash disks each containing the Technical and Financial proposals separately and marked appropriately?	Referring to Section 2. Data Sheet ITC 17.4. The Consultant must submit: (a) Technical Proposal: one (1) original and <u>Two (2)</u> paper copies + one (1) digital copy (CD or flash disk); (b) Financial Proposal: one (1) original and <u>Two (2)</u> paper copies + one (1) digital copy (CD or flash disk).
15.	Is the proposed personnel a suggestion by the client or could the bidding company/individual suggest also for example more experts covering tasks as a group? For example, could the company/individual include more experts covering the tasks of the suggested Key Experts, divided among a team? Is there some flexibility for the bidding company/individual? Or is the suggested personnel profile by the client in the RFP document on page 19 fixed?	As per the requirements in the tender document
16.	According to clause 17.2 on page 10 "An authorized representative of the Consultant shall sign the original submission letters in the required format for both the Technical Proposal and the Financial Proposal and shall initial all pages of both. The authorization shall be in the form of a written power of attorney attached to the Technical Proposal". Could you please explain these requirements in simple terms especially on the attorney aspect?	A power of attorney is a legal document that gives someone you choose the power to act and sign the bid document and/or contract in your place.
17.	Is the RFP open to individual consultants or only company consultants? Can individuals come together for this or must they be under a registered company?	As Provided in Request For Proposal Part 1, Section 1 Instructions to Consultants, 1 (e), Definitions. " Consultant " means a legally-established professional consulting firm or an entity that may provide or provides the Services to the Client under the Contract

3. DEADLINE FOR SUBMISSION OF TENDER

The tender closing date has been extended from 5th January 2016 to 12th January, 2016. All the other terms and conditions remain as per the tender document.

Yours faithfully,

For: KENYA POWER & LIGHTING COMPANY LIMITED.


BERNARD NGUGI
Ag. GENERAL MANAGER, SUPPLY CHAIN

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