



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:

4th May 2018

M/s

Dear Sir,

**ADDENDUM NO 1 TO THE TENDER NO. KPI/9A.2/OT/55/FIN/17-18
PREQUALIFICATION OF CLEARING AGENTS FOR IMPORT/EXPORT OF
ELECTRICITY**

The following amendments 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

- Valid and current ISO Certification listed as a mandatory document will no longer be listed in the submission checklist and bidders have been instructed not to attach it.
- All bidders stated in the pre-bid meeting that the KRA Licenses for year 2018 were not yet ready. It was agreed that the bidders submit letters showing evidence that payment has been made to procure the current licenses.
- Documentary evidence of financial capability has been amended as follows;
Evidence of previously clearing goods/services worth

Above 10,000,000.00-10 Marks

Between 1 M- 10M- 5 Marks

Between 500,000.00 – 1M – 3Marks

*Please see Appendix 11

3. DEADLINE FOR SUBMISSION OF TENDER

The tender closing date remains the same - Friday 11th May 2018 at 10.30am.
All the other terms and conditions remain as per the tender document.

Yours faithfully,

For: KENYA POWER & LIGHTING COMPANY LIMITED.



DANIEL MUGA

Ag. GENERAL MANAGER, SUPPLY CHAIN

SECTION V – SUMMARY OF EVALUATION PROCESS

Evaluation of duly submitted prequalification tenders will be conducted along the following lines: -

No.	Item
1	Confidential Business Questionnaire (CBQ)
2	Declaration Form
3	Copy of PIN Certificate
4	Copy of VAT Registration Certificate
5	Copy of Valid Tax Compliance Certificate
6	Copy of Company or Firm's Registration Certificate
7	Certificate of Confirmation of Directors and Shareholding (C.R. 12)
8	Copy of Valid KRA Customs License
9	Names and proof of professional qualifications of staff from reputable universities, with a major in logistics.
10	Names with full contact as well as physical addresses of four (4) previous customers of similar services (where applicable)
11	Copy of valid Membership Certificate for KIFWA -Kenya International Freight and Warehousing Association
12	Evidence of participation in East Africa Customs Freight Forwarding Course (EACFFC)
13	Recommendation from three reputable firms listed in Nairobi stock Exchange who you have offered similar services
14	Detailed Company Profile
15	Financial Statements. The audited financial statements required must be those that are reported within eighteen (18) calendar months of the date of the prequalification document. (For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Prequalification Document, they should submit certified copies of bank statements covering a period of at least six months prior to the date of the prequalification document. The copies should be certified by the Bank issuing the statements. The certification should be original).

	OR Certified copies of bank statements covering a period of at least six months prior to the date of the prequalification document.
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N/B

*It was noted during the Pre- Bid that KRA Licenses are not out, bidders have been asked to submit letters showing that payment has been made.

Part Two – Score Sheet		Max Score	Score Attained
1.	<i>Detailed CV of five (5) staff from reputable Universities, with qualifications in bachelor's Degree/Diploma in logistics Degree- 3 Marks Diploma- 2 Marks</i>	15	
2.	<i>Recommendation from three reputable firms listed in Nairobi Stock Exchange</i>	15	
3.	<i>Names with full contact of four (4) previous customers of similar services 5 Marks each</i>	20	
3.	<i>Evidence of participation in East Africa Customs Freight Forwarding Course (EACFFC).</i>	10	
4	<i>Copy of Valid Membership Certificate for KIFWA-Kenya International Freight and Warehousing Association</i>	10	

5	<i>Detailed Company Profile</i>	10	
6	<i>Audited Financial Statements. The audited financial statements</i> <i>Required must be those that are reported within eighteen (18) calendar months of the date of the tender document.</i> <i>(For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Tender Document, they should submit certified copies of bank statements covering a period of at least six months prior to the date of the tender document. The copies should be certified by the Bank issuing the statements. The certification should be original).</i>	10	
7	Evidence of previously clearing goods/services worth Above 10,000,00.00 10Marks 1 M- 10M- 5 Marks 500,000.00 – 1M – 3Marks	10	
	TOTAL	100%	

All bidders that meet the cut off score shall be considered. Cut off Point 80%marks

NOTES ON EVALUATION PROCESS:-

1. All candidates must meet **all** the requirements from **no.1 to no.8 (part one)**. Those who do not meet any of the requirements will automatically be disqualified from further evaluation.
2. Audited financial statements required must be those that are reported within eighteen (18) calendar months of the date of the prequalification document.
(For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Prequalification Document, they should submit certified copies of bank statements covering a period of at least six months prior to the date of the prequalification document. The copies should be certified by the Bank issuing the statements. The certification should be original). **OR** Certified copies of bank statements covering a period of at least six months prior to the date of the prequalification document.

