



Kenya Power

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Stima Plaza, Kolobot Road, Nairobi, Kenya

Our Ref: KP1/9A.2/OT/044/SS/24-25/JN/skk

Date: 7<sup>th</sup> April, 2025

Your Ref:

TO: ALL PROSPECTIVE BIDDERS

Dear Sirs/ Madams

**RE: ADDENDUM NO. 4 TO TENDER NO. KP1/9A.2/OT/044/SS/24-25. FOR PROPOSED SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF FIRE ALARM SYSTEM FOR ELECTRICITY HOUSES AND KEY OFFICES.**

Please refer to the above Tender. The following clarifications and amendments are made to the Principal Tender Document (hereinafter abbreviated as the PTD) for Proposed Supply, Installation, Testing and Commissioning of Fire Alarm System for Electricity Houses and Key Offices.

**1. RELATIONSHIP WITH THE PRINCIPAL TENDER DOCUMENT**

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

**2. SECTION II - TENDER DATA SHEET (TDS) ITT 7.1 NUMBER OF LOTS AND ITT 21.1 TENDER SECURITY**

The above clauses of the TDS have been amended to read as follows.

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT 7.1	<p>There <b>shall be mandatory</b> site visits to be conducted on few selected sites which shall be discussed during the pre-bid site meeting as follows:</p> <p><b>Lot 1:</b> Nairobi South Depot  <b>Lot 2:</b> Mbaraki Depot  <b>Lot 3:</b> Electricity House Nakuru.</p> <p>A site visit form shall be duly filled and signed by the representatives of the firms present.</p>
ITT 21.1	<p>A Tender Security <b>valid for 210 days</b> shall be required in form of bank guarantee or a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya only. The amount and currency of the Tender Security shall be as follows:</p> <p><b>Tender Security in Kenya Shillings worth</b></p> <p><b>Lot 1:</b> Ksh. 250,000.00: Two Hundred Thousand Kenya Shillings only.  <b>Lot 2:</b> Ksh. 250,000.00: Two Hundred Thousand Kenya Shillings only.  <b>Lot 3:</b> Ksh. 250,000.00: Two Hundred Thousand Kenya Shillings only.</p> <p>The Original Tender Security should be kept in an envelope clearly labelled with the Tender number &amp; name and shall be deposited in the Tender Security Box on 3rd Floor Supply Chain at Stima Plaza, Kolobot Road, before the tender opening time.</p> <p>a. Bidders should clearly indicate the category/Lot of interest on the tender security  b. Bidders who are interested in bidding for all categories/lots should submit one consolidated tender security.</p>

<b>ITT 45.1</b>	<b>Award of Contract:</b> Award shall be to the <b>lowest evaluated bidder per Lot</b> to a maximum of <b>two (2)</b> . Tenderers must quote for all line items in a given Lot in order to qualify for award. Lot 3 is subject to approval of a demonstration
Tendering Form	A revised Form of Tender is attached as <b>Appendix I</b>
3.2.2 Further Technical Evaluation (Scoring Criteria):	A revised Technical Evaluation (Scoring Criteria is attached as <b>Appendix II</b>

### 3. MANDATORY SITE VISITS

The site visits date has changed from the initial set dates to read as tabulated below.

<b>Tender No. KP1/9A.2/OT/044/SS/24-25</b>	
<b>Region (Sites)</b>	<b>Site Visit Dates</b>
Nairobi Region (Nairobi South Depot)	11.04.2025 – 17.04.2025
Coast Region (Mbaraki Depot)	11.04.2025 – 17.04.2025
Central Rift Region (Electricity House Nakuru)	11.04.2025 – 17.04.2025

### 4. 3.1 Part 1 - Preliminary Examination Criteria. These are mandatory requirements

The PSRA Registration Certificate for the Company is not a mandatory requirement in this tender.

### 5. 3.2 Part II - Technical Evaluation Criteria under ITT 29.3.

The Technical Evaluation Criteria under ITT 29.3 has been amended as below.

3.2.1.2 (b) Genetec or hikcentral MAF-for integration of the Fire Alarm Systems into Existing Unified Genetec Security Management software.

### 6. SECTION VI – SPECIFICATIONS & BILLS OF QUANTITIES SECTION VI (A) – SCHEDULE OF REQUIREMENT

No	Site	System	Location
Lot 1	Nairobi South Depot	Fire alarm System	Nairobi
Lot 2	Mbaraki Depot	Fire alarm System	Mombasa
Lot 3	Electricity House Nakuru	Fire alarm System	Nakuru

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

Yours sincerely

FOR: **Kenya Power & Lighting Company PLC**



**DR. JOHN NGENO, OGW**

**GENERAL, MANAGER SUPPLY CHAIN & LOGISTICS**

**APPENDIX 1**  
**SECTION IV –TENDERING FORMS**

INSTRUCTIONS TO TENDERERS

- i) *The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address.*
- ii) *All italicized text is to help Tenderer in preparing this form.*
- iii) *Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION OF THE TENDERER attached to this Form of Tender.*
- iv) *The Form of Tender shall include the following Forms duly completed and signed by the Tenderer.*
  - *Tenderer's Eligibility- Confidential Business Questionnaire*
  - *Certificate of Independent Tender Determination*
  - *Self-Declaration of the Tenderer*

**Date of this Tender submission:** *[insert date (as day, month and year) of Tender submission]*

**Request for Tender No.:** *[insert identification]*

**Name and description of Tender** *[Insert as per ITT]*

**Alternative No.:** *[insert identification No if this is a Tender for an alternative]*

**To:** *[insert complete Kenya Power]* Dear Sirs,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct and complete the Works and remedy any defects therein for the sum of;

<b>Tender Name</b>	<b>Tendered Amount (KSH)</b>
Lot 1: Nairobi South Depot	<i>Total Amount in Figures: Kenya Shillings</i>
	<i>Amount in w words: Kenya Shillings</i> .....
	.....
Lot 2: Mbaraki Depot	<i>Total Amount in Figures: Kenya Shillings</i>
	<i>Amount in w words: Kenya Shillings</i> .....
	.....
Lot 3: Electricity House Nakuru.	<i>Total Amount in Figures: Kenya Shillings</i>
	<i>Amount in w words: Kenya Shillings</i> .....
	.....

2. We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Special Conditions of Contract.

3. We agree to adhere by this tender until **210 days** from the date of tender opening, and it shall remain binding upon us and may be accepted at any time before that date.
4. Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us. We further understand that you are not bound to accept the lowest or any tender you may receive.
5. We, the undersigned, further declare that:
  - i) No reservations: We have examined and have no reservations to the tender document, including Addenda issued in accordance with ITT 28;
  - ii) Eligibility: We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3 and 4;
  - iii) Tender-Securing Declaration: We have not been suspended nor declared ineligible by Kenya Power based on execution of a Tender-Securing or Proposal-Securing Declaration in Kenya Power 's Country in accordance with ITT 19.8;
  - iv) Conformity: We offer to execute in conformity with the tendering documents and in accordance with the implementation and completion specified in the construction schedule, the following Works: *[insert a brief description of the Works]*;
  - v) Tender Price: The total price of our Tender, excluding any discounts offered in item 1 above is: *[Insert one of the options below as appropriate]*

Option 1, in case of one lot: Total price is: *[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies]*; Or

Option 2, in case of multiple lots:

- a) Total price of each lot *[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies]*; and
  - b) Total price of all lots (sum of all lots) *[insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies]*;
- vii) Discounts: The discounts offered and the methodology for their application are:
  - viii) The discounts offered are: *[Specify in detail each discount offered.]*
  - ix) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts]*;
  - x) Tender Validity Period: Our Tender shall be valid for **(.....) days** the period specified in TDS 18.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 22.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
  - xi) Performance Security: If our Tender is accepted, we commit to obtain a Performance Security in accordance with the Tendering document;
  - xii) One Tender Per Tender: We are not submitting any other Tender(s) as an individual Tender, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 3.4, other than alternative Tenders submitted in accordance with ITT 13.3;
  - xiii) Suspension and Debarment: We, along with any of our subcontractors, suppliers, Project Manager, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
  - xiv) State-owned enterprise or institution: *[select the appropriate option and delete the other]* *[We are not a state-owned enterprise or institution]* / *[We are a state-owned enterprise or institution but meet the requirements of ITT 3.8]*;
  - xv) Commissions, gratuities, fees: We have paid, or will pay the following commissions,

gratuities, or fees with respect to the tender process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity].*

Name of Recipient	Address	Reason	Amount

*(If none has been paid or is to be paid, indicate "none.")*

- xvi) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- xvii) **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Tender, the Most Advantageous Tender or any other Tender that you may receive;
- xviii) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption;
- xix) **Collusive practices:** We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the "Certificate of Independent Tender Determination" attached below.
- xx) We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from\_\_\_\_(*specify website*) during the procurement process and the execution of any resulting contract.
- xxi) We, the Tenderer, have completed fully and signed the following Forms as part of our Tender:
  - a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
  - b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
  - c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
  - d) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in "**Appendix 1- Fraud and Corruption**" attached to the Form of Tender.

**Name of the Tenderer:** *\*[insert complete name of person signing the Tender]*

**Name of the person duly authorized to sign the Tender on behalf of the Tenderer:** *\*\*[insert complete name of person duly authorized to sign the Tender]*

**Title of the person signing the Tender:** *[insert complete title of the person signing the Tender]*

**Signature of the person named above:** *[insert signature of person whose name and capacity are shown above]* **Date signed** *[insert date of signing]* day of *[insert month]*, *[insert year]*

Date signed \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Notes**

*\* In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer*

*\* Person signing the Tender shall have the power of attorney given by the Tenderer to be attached with the Tender.*

## APPENDIX II

### 3.2.3 Further Technical Evaluation. (Scoring Criteria):

No.	Evaluation Criteria	Required	Maximum Marks	
			Max.	Attained
3.2.4.1	Previous experience and capability to deal with similar security installations	Recommendation letters from previous clients to a maximum of 5 for similar work undertaken within the last 5 years - Each reference letter (3 marks)	15	
3.2.4.2	Capacity of bidder to handle similar assignments	Provide duly filled Form EXP 4(a) and copies of copies of contracts and/or completion certificate to a maximum of 5 for works done within the last 5 years based on Contract Value - ksh. 20m and above per contract (4 mks) per contract/ Completion Certificate - Between ksh.10m and 19.9m per contract (3 mks) per contract/ Completion Certificate - Between ksh. 2m and 9.9m per contract (2 mk) per contract/ Completion Certificate - Below ksh 1m per contract (1 mks) - No contract (0 mks)	20	
3.2.4.3	Schedule of contractors' equipment and transport	Proof of running fleet. Attached copies of logbooks of fleet of owned or leased (with leased agreements) to a maximum of 5: - 1 mks per owned/ lease agreement logbook. For lease agreement must provide for lease agreement.	10	
		For each specific equipment up to a maximum of 5 (All categories): Provide duly filled FORM EQP per Equipment - 2mks each	10	
3.2.4.4	Proof of training, Experience and qualifications of Staff scheduled for the project.	Provide duly filled FORM PER 1 and attach copies of certificates & CVs of employees and proof of employment (up to 5no. maximum technical staff) (All categories): Qualifications - Relevant Degree 3mks per staff - Relevant Diploma 2mks per staff - Relevant Certificate 1mk per staff	15	
		Manufacturers training certification for at least Five (5) technical staff in relevant systems. - 2mks per staff up to a maximum of 5 technical staff.	10	
3.2.4.5	Detailed Technical Proposals and Implementation Plan	- Attach Proposed Detailed Technical Proposals and Implementation Plan with Preliminary design proposal with Block/schematic drawing, description of work method, proposed work schedule/program & implementation team.	20	
	<b>TOTAL</b>	<b>Required minimum Grand Total Score of 75%.</b>	<b>100</b>	