

Our Ref: KP1/9A.2/OT/043/SS/24-25/JN/skk  
 Your Ref:

Date: 8<sup>th</sup> April, 2025

TO: ALL PROSPECTIVE BIDDERS  
 Dear Sirs/ Madams

**RE: ADDENDUM NO. 4 TO TENDER NO.KP1/9A.2/OT/043/SS/24-25 FOR PROPOSED SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF CCTV IN MAJOR STORES 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 CCTV in Major Stores 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> Installation of CCTV Major Stores &amp; Offices Lot 1: Nairobi Region  <b>Lot 2:</b> Installation of CCTV Major Stores &amp; Offices Lot 2: Western Kenya Region  <b>Lot 3:</b> Installation of CCTV Major Stores &amp; Offices Lot 3: Central and North Rift Region  <b>Lot 4:</b> Installation of CCTV Major Stores &amp; Offices Lot 4: Mt. Kenya and Ner Region  <b>Lot 5:</b> Installation of CCTV Major Stores &amp; Offices Lot 5: Coast Region  <b>Lot 6:</b> Installation of IP-CCTV &amp; Biometric Access Control System &amp; Accessories for IESR and Live-line Lot 6: IESR</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 valid for 210 days 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>Tender Security in Kenya Shillings worth</p> <p><b>Lot 1:</b> - Ksh. 480,000.00: Four Hundred &amp; Eighty Thousand Kenya Shillings only.  <b>Lot 2:</b> - Ksh. 480,000.00: Four Hundred &amp; Eighty Thousands Kenya Shillings only.  <b>Lot 3:</b> - Ksh. 480,000.00: Four Hundred &amp; Eighty Thousand Kenya Shillings only.  <b>Lot 4:</b> - Ksh. 480,000.00: Four Hundred &amp; Eighty Thousand Kenya Shillings only.  <b>Lot 5:</b> - Ksh. 480,000.00: Four Hundred &amp; Eighty Thousand Kenya Shillings only.  <b>Lot 6:-</b> Ksh. 250,000.00: Two Hundred &amp; Fifty Thousand Kenya Shillings Only.</p>

	The Original Tender Security should be kept in an envelope clearly labelled with the Tender number & 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. a. Bidders should <b>clearly indicate</b> the Lot of interest on the tender security b. Bidders who are interested in bidding for <b>more than one lot should submit one consolidated tender security</b> . Bidders who are interested in bidding for all categories/lots should submit one consolidated tender security.
<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 1</b>
3.2.2 Further Technical Evaluation (Scoring Criteria):	A revised Technical Evaluation (Scoring Criteria is attached as <b>Appendix 2</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/043/SS/24-25</b>	
<b>Region (All Categories)</b>	<b>Site Visit Dates</b>
Nairobi Region	11.04.2025 – 17.04.2025
Coast Region	11.04.2025 – 17.04.2025
Mt. Kenya / North Eastern Region	11.04.2025 – 17.04.2025
Western Region (Central/North Rift, South Nyanza & West Kenya)	11.04.2025 – 17.04.2025

### 4. SECTION III - EVALUATION AND QUALIFICATION CRITERIA. Part II – Detailed Technical Evaluation under ITT 29.3. 3.2.3 Further Technical Evaluation. (Scoring Criteria):

The above Scoring criteria have been amended to read as follows

#### APPENDIX 2

<b>NO.</b>	<b>Evaluation Criteria</b>	<b>Required</b>	<b>Maximum Marks</b>	
			<b>Max.</b>	<b>Attained</b>
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 (4 marks)	20	
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.	5	
		For each specific equipment up to a maximum of 5 (All categories): Provide duly filled FORM EQP per Equipment	10	

		- 2mks each		
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	
		Relevant Manufacturers training certification for five (5) technical staff. (At least TWO staff should have certification in networks e.g CCNA/ CCNP/CCIE and at least TWO should have certification on Genetec or Hikicentral security management software. - 2mks per staff up to a maximum of 5 technical staff.	10	
3.2.2.6	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 a minimum Grand Total Score of 75%.</b>	<b>100</b>	

## 5. AMENDMENT TO THE AWARD CRITERIA

There are several lots to this tender. Awards shall be to the tender(s) with the lowest evaluated price per lot in accordance with the following:

- i. No bidder shall qualify for more than 2 lots. If a tenderer emerges the lowest in more than two lots, they will be awarded the lots with highest value. Consequently, the subsequent lots will be allocated based on the lowest price and highest value basis until all the lots are allocated.
- ii. The subject to (i) above the price of the subsequent lowest tender/s shall be within the prevailing market price.
- iii. If there is no other qualified subsequent tenderer for the unallocated lot, the allocation shall revert to the tenderer with the lowest evaluated lot, notwithstanding (i) above.
- iv. In case of a tie, the bidder with highest technical score shall be allocated.

## 6. SECTION IV BILLS OF QUANTITIES AND TECHNICAL SPECIFICATION

A revised Bills of Quantities and Technical Specifications has been amended to read as **Appendix 3**.

## 7. CLOSING DATE

The tender closing date has been extended from close **17<sup>th</sup> April 2025** to **25<sup>th</sup> April 2025** at 10:00am. The procuring entity will open the bids online through our E-Procurement Web-portal at 10.30am on the closing day at Stima Plaza Auditorium Meeting Room  
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**

