



Central Office – P.O. Box 30099, Nairobi, Kenya
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Stim Plaza, Kolobot Road
Nairobi, Kenya

Our Ref: KP1/9A.2/OT/051/CS/24-25/JM/m

Tuesday, April 22nd., 2025

TO: ALL PROSPECTIVE BIDDERS

Dear Sirs/ Madams:

RE: ADDENDUM NO. 1 TO TENDER NO. KP1/9A.2/OT/051/CS/24-25 PROVISION FOR INTERNAL PRODUCT AWARENESS CAMPAIGNS

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. CLARIFICATION

The schedule of requirement has been amended as follows.

No	Bidders request for clarifications	Our Responsive
1.	Where can we get password reset?	Sent your Email to our Supply chain systems team on email available on the system and on Tender Document indicated on Tender Data Sheet. TDS
2.	Tender Security	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 Reception at Stima Plaza, Kolobot Road, on or before the opening date. The deadline for tender submission is as indicated on the E -PROCUREMENT PORTAL
3.	Can the Tender Closing Date be extended in light of the clarifications	Yes. Has been extended. See E procurement portal

		02nd, MAY 2025
	3.1.5 Submission of a copy of:- a) <i>Valid quality management system certification i.e. ISO 9001 .</i>	This is NOT applicable for this Tender.

3. TECHNICAL EVALUATION

The detailed evaluation stage scores has been amended as follows.

*This is based on a score of 100 per cent. Only bidders who score **80% and above** shall proceed to the financial stage of evaluation*

ITEM	DESCRIPTION	MAXIMUM SCORE
1. Firm's Experience	References letters from 5 (five) corporate clients served with similar services in the last forty eight (48) months	20
	3 (three) samples in soft copies of animated videos done in the last 36 months	60
2. Capacity, Qualifications and Experience for carrying out media campaign services.	Creative Director – Must have a higher National Diploma or degree in any field. Work experience of 10 years as a Creative Director	10
	Copy Writer – Must have a higher national diploma or degree in any field. Work experience of 6 years as a Copy Writer	10

Bidders are advised to clearly label their documents while uploading them on the portal.

4. CHANGE OF CLOSING DATE

The tender closing date has been extended from 24th April 2025 to **2nd MAY 2025 at 10.30 Am.**

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

Yours faithfully,

For: **THE KENYA POWER & LIGHTING COMPANY PLC**



DR. JOHN NGENO, OGW

GENERAL MANAGER, SUPPLY CHAIN AND LOGISTICS