



Kenya Power

*Central Office – P.O. Box 30099, Nairobi, Kenya
Telephone – 254-02-3201000
Fax No. 254-02-3514485
StimaPlaza, Kolobot Road
Nairobi, Kenya*

Our Ref: KP1/9A.2/OT/001/INS/26-27/HO/mm

Wednesday, February 25, 2026

TO: ALL PROSPECTIVE BIDDERS

Dear Sirs/ Madams:

**RE: ADDENDUM NO. 1 TO THE TENDER NO. KP1/9A.2/OT/001/INS/26-27
PREQUALIFICATION TENDER FOR PROVISION OF INSURANCE SERVICES**

Following Pre-Bid meeting on 20th February 2026, we have found it necessary to make amendment and clarifications to the Principal Tender Document (*hereinafter abbreviated as the PTD*) Provision of Insurance Services dated February 2026.

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 and construed as part of the Principal Tender Document.

2. SECTION III - QUALIFICATION CRITERIA AND REQUIREMENTS

(a) The following areas have been clarified and amended as follows: -

INSURANCE BROKERAGE FIRMS

No.	Clause ref.	Clause description	Clarification requested
1.	MR1& MR10	c) CR12 from Registrar of Companies (downloaded less than 3 months Old). Attach copies of IDs for owners/ directors of the firm Evidence of Paid-up capital of at least KES. 10 million. Attach CR 12 Returns less than 3 months old from tender closing date.	Confirmation that the documents required here. Is it the annual return or the CR12? KPLC response – CR12 required

2.	MR 1	a) A copy of Certificate of Registration/Incorporation issued by the registrar of Companies. Broker must have been in existence for at least 10years.	Request that the period be reduced from 10 to 5 years. KPLC response- Period remains as KPLC's risk is complex hence requires experienced service providers.
		c) Attach copies of IDs for owners/ directors of the firm	Confirmation that for foreign owners the clause can be amended to include passports. KPLC response- Has been amended to allow for passports.
3.	MR 4& MR 6	Clauses missing	Numbering has been corrected as per attached Appendix 1
4.	MR 8	Attach the Auditors/Audit Firm valid ICPAK practicing license.	Confirmation of the period of the practicing license. KPLC response- license should align with the period of the financial statements.
5.	MR 13	Attach a copy of the Award letters and their respective contracts (Certified True copies)	Confirmation as to who is to certify? (i) Commissioner of Oaths (ii) Advocate (iii) Firms KPLC response- Commissioner of Oaths
6.	MR 16	Provide consent in the format given with authorization letters signed by the CEO/Principal Officer to allow KPLC as the procuring entity to conduct due diligence.	Confirmation on the format- no format given. KPLC response- Service providers are at liberty to choose their format provided the letter gives KPLC consent and authorization to conduct due diligence. Requirement has been revised to read Provide a consent letter with authorization signed by the CEO/Principal Officer to allow KPLC as the procuring entity to conduct due diligence.
7.	MR 19	b) A statement on unsettled fully documented claims exceeding 90 days. A broker with unsettled fully documented claims exceeding 90 days as at the tender submission date will be disqualified.	Can insurance give a letter of commitment? KPLC response. NO, insurer to pay the claim. Requirement has been modified to read as follows. A statement on unsettled fully documented claims exceeding 90 days. A broker with unsettled fully documented non litigation claims exceeding 90 days as at the tender submission date must indicate measures in place to ensure will Automatically are settled, and ensure ALL claims pending above 90 days as at the prequalification closing date are settled within 30 days from closure of this prequalification tender, failure to which both the broker and the underwriter will Automatically be Debarred from participating in the upcoming tender.

PART A (2) INSURANCE BROKER'S TECHNICAL EVALUATION

8.	T3	Provide a list of at least 10 Non-Motor claims excluding KPLC of at least 15M each paid within 14 days of DV execution by the claimant for the last 2 years (2024, 2025).	<p>Confirmation as to whether the claim amount can be varied from 15M, as some clients may not have claims.</p> <p>KPLC response- This requirement is meant to check on broker's experience in handling big claims. Its been amended to read.</p> <p>Provide a claims turnaround time for fully documented claims. Provide a list of at least 10 Non-Motor claims excluding KPLC of at least 10M each paid within 21 days of DV execution by the claimant for the last 2 years (2024, 2025).</p> <p>Provide evidence in form of (Discharge voucher and bank remittance advice/ RTGs. Must be Certified, stamped and dated by the underwriter.</p>
9	T5	Listed Corporates. Broker's experience in underwriting and claims administration in the Energy sector or NSE Listed Corporates in the last 3 years. Attach a list of at least 5 Energy related clients or NSE Listed Corporates with Awarded Annual premiums of Ksh. 50M each (Excluding Motor and Medical) for the last 3 years.	<p>Confirmation as to whether other large corporates outside the NSE can be considered. KPLC response- List open to big corporate clients with annual awarded premiums of at least 50M.</p> <p>Confirmation as to whether the 50M limit per client can be re-considered.</p> <p>Confirmation as to whether the period can be increased from 3 to 5 years.</p> <p>KPLC response- The requirement is amended to read.</p> <p>Attach a list of at least 5 Energy-related clients or big corporate clients with Awarded Annual premiums of at least Ksh. 30M each (Excluding Motor and Medical) for the last 3 years. Attach Certified copies of award letters, Extracts of contracts and Recommendation letters addressed to KPLC.</p>

PART B (1) MANDATORY REQUIREMENTS (GENERAL & LIFE UNDERWRITER

10.	MR 1	c) Attach copies of IDs for owners/ directors of the firm	<p>Confirmation that foreign owners can be allowed to attach passports.</p> <p>KPLC response- Has been amended to allow passports.</p>
11.	MR 5	Certified copies of Reinsurance Cover notes and Approved Reinsurance arrangements by IRA for 2026	<p>Confirmation whether the firms can produce the treaties for 2025?</p> <p>Confirmation whether IRA endorsement if required why IRA states that this is documents are not required for technical purposes.</p> <p>KPLC response- Reinsurance arrangement for 2026 required. Cover notes can be presented as evidence of reinsurance arrangement together with a copy of reinsurance confirmation letter.</p>
12	MR 6	Proof of Annual Gross premium (GWP) year 2024 as per IRA report of at least	Confirmation whether KPLC can consider revision to Kshs 1.5b Gen and 1b Life.

		Kes. 2 billion on General Insurance business excluding Medical Insurance, and Kes 1 billion on Life Assurance (Group Life and Group Credit) premiums excluding ordinary life, Pension, Annuities & Investments).	KPLC response- Request considered. Amended to read Proof of Annual Gross premium (GWP) for year 2024 of at least Kes. 1.5 billion on General Insurance business excluding Medical Insurance, and Kes 1 billion on Life Assurance (Group Life and Group Credit) premiums excluding ordinary life, Pension, Annuities & Investments).
13.	MR 10	Must have a Paid-up capital of at least Kshs 1 Billion (General Business) and Kshs 600 Million Group Life Assurance.	Confirmation whether the same can be amended to IRA limits. KPLC response- Amended to read A Certified copy of certificate of confirmation of Directors & Shareholding CR12. Must have a Paid-up capital of at least Kshs 600M (General Business) and Kshs 400 million Group Life Assurance. Must be less than three (3) months old to the tender closing date.
14.	MR 11	Must have a Capital Adequacy Ratio of at least 100%.	Confirmation as to whether a valid bank letter can be considered. KPLC Response. A confirmation letter from the bank on the firm's credit worthiness addressed to KPLC will be considered. Confirmation as to whether this requirement can be moved to Technical. KPLC response – Requirement moved to technical

PART B (1) TECHNICAL REQUIREMENTS FOR GENERAL INSURANCE COMPANIES

15.	T2	<p>a) Attach a list of at least 5 Energy related clients or NSE Corporate, with Annual premiums of at least Ksh. 50M each (Excluding Motor and Medical) for the last 2 years.</p> <p>b) Attach Certified copies of award letters, Extracts of contracts</p>	<p>Confirmation as to whether other large corporates outside the NSE can be considered. KPLC response- Requirement opened to big corporate clients with annual awarded premiums of at least 50M</p> <p>Clarification on:- - Whether it can be stretched to 5 years Remove NSE requirement.</p> <p>Clarification on who should certify. Commissioner of oaths</p> <p>KPLC response- Requirement amended to read Attach a list of at least 5 Energy related clients or Big Corporate clients with Annual awarded premiums of at least Ksh. 50M each (Excluding Motor and Medical) for the last 3 years.</p> <p>Clarification as to whether it can be reviewed to IRA requirements and clarification on marks.</p> <p>KPLC response- Revised to read Attach a list of at least 5 Energy related clients or Big Corporate clients with Annual awarded premiums of at least Ksh. 50M each (Excluding Motor and Medical) for the last 3 years. 5(mks)</p>
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16.	T3	<p>b) Provide a list of at least 10 Non-Motor claims excluding KPLC of at least 15M each paid within 14 days of DV execution by the claimant for the last 2 years (2024, 2025).</p> <p>b Provide a list of at least 10 GPA/WIBA, GLA, or CI claims excluding KPLC of at least 15M each paid within 14 days of DV execution by the claimant for the last 2 years (2024, 2025).</p> <p>c) Attach 5 Claims recommendation letters in client's letter head addressed to the procurement entity as per the format provided. (10 Marks) Details provided exclude Medical, GPAWIBA/G</p>	<p>Confirmation whether this amount can be considered cumulatively? And also apply to the Brokers.</p> <p>Clarification on the 14 days.</p> <p>KPLC response- this is days after issuance of DV to settlement date. It has been revised to 21 days</p> <p>Confirmation on the format- no format given.</p> <p>KPLC response- Format has now been Provided and attached as an appendix II</p>
17.		Provide pass mark for GI Companies on Under Writer's side	KPLC response- has now been Provided 80%
18	T8	<p>Share capital Provide proof of share capital of at least 1Billion as per 2024 IRA Report. Above Kshs. 1.5 billion (8 Marks)</p> <p>Between 1Billion and 1.5Billion (5 Marks)</p> <p>Below 1B- Does not qualify</p>	<p>Confirmation whether marks can be awarded for 1b</p> <p>KPLC response – Revised to read: Provide proof of share capital of at least 600M as per 2024 IRA Report. Attach IRA Extracts Report.</p> <p>Above Kshs. 1.5 billion (8 Marks)</p> <p>Between 1Billion and 1.5Billion (5 Marks)</p> <p>Between 600- 1B (3 marks)</p>

(b) Mandatory and Technical Evaluation (Insurance Brokerage Firms and Underwriters) have been amended and annexed hereto as **Appendix 1.**

3. SECTION IV – TENDERING FORMS

Standards Forms have been amended and annexed hereto as **Appendix II**

4. TENDER CLOSING DATE

The tender closing date remains **5th March 2026 at 10.00 am.**

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

Yours faithfully,

FOR: THE KENYA POWER & LIGHTING COMPANY LIMITED



DR. JOHN NGENO, OGW, EBS
GENERAL MANAGER SUPPLY CHAIN & LOGISTICS

