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Stima Plaza, Kolobot Road, Nairobi, Kenya

Our Ref: KP1/9A.2/OT/083/ADM/25-26/JN/lt  
Your Ref:

Date: 29<sup>th</sup> June 2026

**TO:**  
ALL PROSPECTIVE BIDDERS

Dear Sirs/ Madams

**RE: ADDENDUM NO.1 TO THE PROCUREMENT OF A ONE (1) YEAR SERVICE  
& MAINTENANCE CONTRACT FOR AIR CONDITIONING UNITS  
COUNTRYWIDE- TENDER NO. KP1/9A.2/OT/083/ADM/25-26**

Please refer to the above Tender. The following clarifications and amendments are made to the Principal Tender Document (hereinafter abbreviated as the PTD) for Procurement of a One (1) Year Service & Maintenance Contract For Air Conditioning Units Countrywide.

**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 in and shall be read and construed as part of the PTD.

**2. TENDER PRE-BID MEETING**

The tender Pre- Bid meeting Date has been amended to read as follows;

Item No.	Tender No.	Item Description	Pre- Bid Meeting	New Pre-bid meeting
1.	KP1/9A.2/OT/083/ADM/25-26	For Procurement of a One (1) Year Service & Maintenance Contract For Air Conditioning Units Countrywide	1 <sup>st</sup> July 2026, at 10.00 a.m Stima Plaza Auditorium, Kolobot Road, Nairobi	8 <sup>th</sup> July 2026, at 10.00 a.m Stima Plaza Auditorium, Kolobot Road, Nairobi

### **3. TENDER CLOSING DATE**

The tender closing Date has been changed from **8th July,2026 at 10.00 a.m** to **22<sup>nd</sup> July 2026 at 10.00 a.m**. The procuring entity will open the bids online through our E- Procurement Web-Portal at 10.30 a.m on the closing day at Stima Plaza, 3<sup>rd</sup> floor, Supply Chain meeting room. The start date of Tender security Shall be 22.07.2026.



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