

# KENYA MEDICAL SUPPLIES AUTHORITY

National Supply Chain Centre,  
Airport North Road, Embakasi,  
P.O. Box 47715 - 00100,  
Nairobi, Kenya.



Tel: +254 719 033000, +254 111 035 800  
Email: info@kems.go.ke

*All Correspondence should be addressed to Chief Executive Officer*

When replying please quote our ref:

**KEMS-ONT03-2025/2026**

**Date: 17<sup>th</sup> June 2026**

**To: All bidders,**

## **ADDENDUM 1**

Dear Sir/Madam,

### **RE: TENDER NO KEMSA-ONT3-2025/2026 PROVISION OF TRANSPORTATION OF NETS CONTAINERS TO VARIOUS DROP OFFS, RETURN OF CONTAINERS TO SHIPPING LINES AND LAST MILE DISTRIBUTION SERVICES TO ISSUING CENTERS**

The following queries were raised by an interested bidders and responses provided as detailed below:

#### **Question 1:**

- We kindly request for clarification regarding the price schedule 1 and 2 for distribution of mass mosquito nets as indicated "from Nairobi/Mombasa up to drop-off points/county stores as per the schedule and delivery from county drop off stores and distribute to the last mile posts"?
- Upon reviewing the schedule, we noted the following issues that require clarification: source location of the mosquito nets, the schedule indicates that the distribution will be from Nairobi/Mombasa, however, it does not specify the actual source point for each delivery route. Since transportation costs vary significantly depending on whether the nets are sourced from Nairobi or Mombasa, kindly clarify the exact source location to be used for pricing purposes or indicate two columns from Nairobi or Mombasa.
- The estimated kilometer (km) figures provided in the schedule are not clear. It is not specified whether the distances are calculated from Nairobi/Mombasa. Kindly provide the basis used in determining the estimated kilometers.

#### **Answers:**

##### **1. Price schedule 1**

The bidder will transport nets from Mombasa and Nairobi direct to identified drop off stores in various counties.

- a. Coast region drops off store is KEMSA Mombasa depot as indicated in the schedule, the counties to be served will be **Kilifi and Kwale**. The bidder is required to have a container yard in Mombasa where the shipping agent will hand over net containers in Mombasa, then the transporter will take the net containers to KEMSA Mombasa Depot for offloading the consignment.

- b. The rest of 15 counties will be served from Nairobi. The bidder will be required to have a container yard in Nairobi to facilitate receipts of Containers from shipping agent, then transshipment of containers to county drop off stores for offloading the consignment.
- c. The Kilometers are estimates and the bidders are advised to do their research where possible; They are estimated as follows: -
  - i. From KEMSA Mombasa Depot to Kwale county
  - ii. From KEMSA Mombasa Depot to Kilifi. For Kilifi the estimated kilometres should be approximately 160 Kms.
  - iii From KEMSA Nairobi Supply Chain Centre to the rest of 15 counties, drop of stores as indicated in the Price schedule 1.

### Question 2:

Also price schedule 2, delivery from County drop-off stores and distribution to the last mile posts. Upon reviewing, the estimated kilometer figures provided do not appear to correspond clearly with the listed distribution posts and drop-off locations, like Nakuru depot drop offs stores you have indicated 3 sub county which is Tiaty East, Tiaty West and Marigat and drop off is 1, and Bungoma county has 3 drop off points for 8 sub county and many others making it difficult to accurately determine the transportation costs.

### Answer:

#### 2. Price schedule 2

- a. The provided kilometres are estimated from county drop off store going round to the identified last mile distribution posts as indicated in Price schedule 2. The estimated number of last mile distribution posts is provided in price schedule 2 to guide the bidder. However, where the bidder will cover more or less last mile distribution posts, the actual cost will be prorated subject to the number of posts served.
- b. The drop off stores identified are within the county, the number of stores is relative and won't affect the number of last miles distribution posts being served. However, we have mapped quantities to each drop off stores per subcounty to shorten the last mile distance.

### Question 3:

We refer to the requirement for proof of ownership of vehicles supported by copies of logbooks. Please confirm whether **leased vehicles** are permissible or whether **only vehicles registered under the company, directors, or joint ownership** will be considered compliant?

Since the contract is short-term, please confirm whether leased vehicles will be accepted, provided that valid lease agreements, logbook copies, and owner authorization are submitted.

### Answer:

Leasing is a method of procurement and the vehicles will be considered subject to: -

- i. Having a valid lease agreement signed, stamped and witnessed by a lawyer.
- ii. The lease agreement must be in force for at least 2 years and above
- iii. The lease agreement must be specific to the listed items below: -

### **Parties and Vehicle Details**

- Names, addresses, and contacts of lessor and lessee.
- Truck make, model, year, PIN, registration plate, trailer ID, USDOT/MC number (if applicable).
- Accurate identification avoids disputes over which vehicle is leased.

### **Lease Term and Delivery**

- Start and end dates, delivery location, return conditions.
- Holdover fees if truck is not returned on time.

### **Evidence Payments and Security Deposit**

- Monthly lease payment, due date, late fees, interest rates.
- Security deposit amount, refund conditions, and deductions for damages.

### **Mileage and Use Restrictions**

- Annual mileage allowance or engine hours.
- Excess use charges for surpassing limits.
- Restrictions on cargo type, cross-border use, or prohibited activities.

### **Drivers and Licensing**

- Authorized drivers must hold valid commercial licenses.
- Additional drivers must be listed in the agreement.

### **Maintenance and Repairs**

- Routine maintenance responsibilities (oil changes, tires, inspections).
- Allocation of costs for wear-and-tear vs. accidental damage.

### **Insurance and Liability**

- Liability coverage per person and per occurrence.
- Physical damage deductible, cargo coverage, and risk of loss.
- Lessee usually responsible for insurance during lease term.

### **Compliance and Violations**

- Responsibility for tolls, weigh stations, traffic violations.

#### **Question 4:**

Kindly clarify if the fidelity guarantee policy is per employee?

#### **Answer:**

Fidelity guarantee policy covers the company.

#### **Question 5:**

What is the basis (Value) of the contractual liability insurance policy. Is it in line with the tender security which is Kes. 6,300,000. Our insurers have advised that this should be covered under the performance bond, as they do not issue contractual insurance policies. Kindly advise?.

#### **Answer:**

Contractual liability insurance policy is hereby removed from the evaluation criteria. Bidders are only required to submit tender security amounting to **Kes. 6,300,000.00**

#### **Question 6:**

With regard to the Trucks, in line with the current environment, A ten ton truck on average performs 4 kms per litre while a 7 ton performs between 7 to 8 kms per litre.

With the increasing cost of fuel, wouldn't it be more cost effective to deploy 7 tons. These are even more agile and faster?

**Answer:**

The requirement is for **7-ton and 10-ton trucks**. The item in question is voluminous, and the requested vehicles are essential and cannot be varied. **7-ton trucks** will be highly utilized in last-mile deliveries to distribution posts. **10-ton trucks** will be primarily used in drop deliveries and reverse logistics, and will also support distribution to last-mile deliveries where posts have been allocated large amounts of nets depending on registered households. Bidders must consider pricing separately for the requested trucks and ensure that all operational concerns are addressed in the pricing structure.

**Question 7:**

We would appreciate clarification on the duration of the contract under this tender, as we have not been able to clearly identify the contract period in the tender document?

**Answer:**

Contract period will be one year.

**Question 8:**

Whether ownership and availability of 7-ton trucks is mandatory, considering that the BoQ only requires pricing for 28-ton and 10-ton trucks?

**Answer:**

Yes. Ownership and availability of 7 tons is a Mandatory requirement. In price schedule 2, the bidder is required to bill both 7 ton and 10-ton trucks going round the county from the drop off stores. The figure is supposed to be a block figure to service the last mile distribution posts. The estimated number of posts has been included in the schedule 2 to guide the bidder in coming up with correct prices. The bidder is at liberty to use as many trucks as possible to ensure that last mile distribution in a given county is completed withing 5 days as per service level agreement.

**Question 9:**

Vehicle Schedule Form (Page 72) the tender document states: "All tenderers must fill this form. Please complete this section only for vehicles owned by the tenderer."

kindly advise whether leased vehicles should be included in this section?

**Answer:**

If valid lease agreement is provided, the vehicles can be listed in the vehicle schedule form.

Yours faithfully,



**Moses Sudi**

**Procurement Director**

**FOR: CHIEF EXECUTIVE OFFICER**