

# KENYA MEDICAL SUPPLIES AUTHORITY

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*All Correspondence should be addressed to Chief Executive Officer*

When replying please quote our ref:

**KEMSA/PROC/ONT15/2023**

**Date: 8<sup>th</sup> March, 2023**

**To all Bidders,**

## **ADDENDUM NO. 1**

Dear Sir/Madam,

### **RE: TENDER NO. KEMSA/ONT15/2022-2024 FOR PROVISION OF MEDICAL INSURANCE COVER FOR KEMSA CONTRACTUAL STAFF.**

The following Queries were raised by interested bidders and responses provided as detailed below.

#### **Question No. 1.**

##### **Qualification Evaluation Criteria No. 4**

A minimum paid up capital of **KES 1.2 billion for each of the three years** of 2020, 2021, and 2022. Can this requirement be reviewed to allow competition? IRA requirement of Paid Up Capital is Kes. 600M

#### **Answer:**

The requirement has been reviewed and it is now a minimum paid up capital of KES 1 billion for each of the three years of 2020, 2021, and 2022.

#### **Question No. 2.**

The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the following cash flow requirement of Kenya Shillings 16 million equivalents.

#### **Required documents:**

- (a) Form 15: Financial Sources
- (b) Letter from a bank recognized in Kenya.
- (c) Audited Accounts and Financial Statements for the latest 3 years: 2020, 2021, 2022

Note that the financial statement for the year 2022 is not yet available. We kindly request you look into that.

A handwritten signature in blue ink, consisting of stylized initials and a surname, positioned at the bottom center of the page.

**Answer:**

Bidders are required to submit audited accounts and financial statements for the year 2019, 2020 and 2021. This applies to all other areas in the bid document that requires audited accounts and financial statements.

**Question No. 3.**

**Technical Evaluation Criteria No. 21-the tenderer must submit a letter from re-insurer confirming the terms and condition of the quote.**

Clarification- the terms and condition of re-insurance are normally captured in the re-insurance treaties. The approval letter comes from the regulator (IRA)

**Answer:**

Bidders are required to submit letter from IRA confirming the terms and conditions of the quote

**Question No. 4.**

**Qualification Evaluation No. 6- At least two contracts for emergency air evacuation and road ambulance services that have been satisfactorily and substantially completed, as a prime service provider, or joint venture member, or sub-contractor, each of a minimum value of KES 10 million equivalent rendered within the last three years of 2020, 2021, 2022.**

Clarification- The contract agreements with service providers do not have an amount. Kindly confirm if the amount of 10M refers to volume of business done with the said service providers and the required supporting documents.

**Answer:**

The requirement is that bidder must have atleast 2no. contractual agreements for emergency air evacuation and road ambulance services. Attach list of contracted companies, their contacts and copies of current contractual agreements.

**Question No. 5:**

**Qualification Evaluation criteria no.7-Key Personnel**

Clarification- The minimum qualification requirement for Masters degree, law /Medicine is limiting. Kindly review the minimum academic and professional qualifications requirements to attract competitive bids.

**Answer:**

The requirement has been revised as below:

Must attach copies of CVs, academic and professional certificates of each member listed as proof of qualifications.

1. **Team leader**

- Must Have business degree or related field as a qualification
- Must have AIIK or ACII or CPA as a qualification

- Appointment of team leader by IRA
  - Experience 15yrs
2. **Underwriter**
- Must Have business degree as a qualification
  - Must have AIHK or ACII as a qualification
  - Experience 10 yrs
3. **2no support Staff**
- Must have AIHK, ACII or as a qualification
  - Experience 5yrs

**Question No. 6:**

**Qualification Evaluation Criteria No.9-Pending Litigation and History**

Clarification-This requirement does not provide fairness to all bidders

Section 60(1) and 157 (1) of the **Public Procurement and Asset Disposal Act** prescribes for a fair competition and clearly outlines the need to desist from engaging in tender terms that aim at unfairly disqualifying prospecting tenderers.

**Answer:**

This is a standard bid document as published by PPRA and therefore, the requirement of **Pending Litigation and History** remains.



Dr. Justus Kinoti (Ph.D)

Ag. **DIRECTOR PROCUREMENT**  
**FOR: CHIEF EXECUTIVE OFFICER**