

# 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/ONT08/2023

23<sup>rd</sup> August, 2023.

To: All bidders,

## ADDENDUM NO. 2

Dear Sir/Madam,

### RE: TENDER NO. KEMSA/ONT08/2023-2024 FOR PROVISION OF INSURANCE SERVICES

We refer to the above tender and advise that some requirements under Preliminary and Qualification Criteria have been revised as detailed below:

No.	Initial Criteria	Revised Criteria	Required Documentary Evidence
1	Requirement No. 15 Goods, equipment, and services to be supplied under the contract.	This requirement has been removed.	
2	Preliminary evaluation criterion No. 24 requires that <b>Underwriters</b> to Provide current Credit rating certificate with the status "POSITIVE OR STABLE"	This requirement has been removed.	
3	<b>Qualification evaluation criterion No.3</b> At least 5 ( <i>five</i> ) <i>contracts</i> of a similar nature for Fire and perils <i>insurance cover</i> that have been satisfactorily and substantially completed as a prime service provider, or joint venture member, or sub-contractor <i>each</i> of minimum value of <b>Kenya shillings 20 million</b> equivalent rendered within the <i>last three years of 2020, 2021 and 2022.</i>	Requirement has been revised as below;  At least 5 ( <i>five</i> ) <i>contracts</i> of a similar nature for Fire and perils <i>insurance cover</i> that have been satisfactorily and substantially completed as a prime service provider, or joint venture member, or sub-contractor <i>each</i> of minimum value of <b>Kenya shillings 20 million</b> equivalent rendered within the <i>last five years of 2018,2019,2020, 2021 and 2022.</i>  To be demonstrated by the proposed underwriter if it is an AGPO broker	(a) Form 16: Similar Experience Form  (b) Service Completion Certificates, contract agreement, for each of the similar services in Form 16 Similar Experience Form c. <b>Underwriters</b> to submit IRA extract report

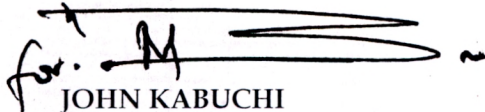
Paragraph 4.2 of the Tender Data Sheet (TDS) allows bidders to participate in the subject tender as a Joint Venture (JV) of not more than two (2) members. However, there was no requirement for such a bidder to submit a JV agreement. This has since been rectified and the JV will clearly be indicated as attached to this addendum.

The tender description for tender No. KEMSA-ONT08-2023/2024 has since been changed to read as follows;

- KEMSA-ONT08-2023/2024- Provision of Insurance Services-I (Fire & Perils, Plant & Machinery Breakdown and Stock Deterioration Policies)

As per section IV, tendering forms, Tenderers shall not submit multiple forms to satisfy each criterion. Only one form is required for each bid.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'John Kabuchi', is written over a horizontal line. To the left of the signature, the word 'for.' is written in a cursive hand.

JOHN KABUCHI  
Ag. DIRECTOR PROCUREMENT  
FOR: CHIEF EXECUTIVE OFFICER

**FORM 10: TENDERER'S JV MEMBERS INFORMATION FORM**

[The tenderer shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the tenderer and for each member of a Joint Venture]].

Date: .....[insert date (as day, month and year) of Tender submission].

**Tender Name and Identification:** .....[insert identification  
Alternative No.: .....[insert identification No if this is a Tender for an alternative].

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Tenderer's Name: [insert Bidder's legal name]
2. Tenderer's JV Member's name: [insert JV's Member legal name]
3. Tenderer's JV Member's country of registration: [insert JV's Member country of registration]
4. Tenderer's JV Member's year of registration: [insert JV's Member year of registration]
5. Tenderer's JV Member's legal address in country of registration: [insert JV's Member legal address in country of registration]
6. Tenderer's JV Member's authorized representative information Name: [insert name of JV's Member authorized representative] Address: [insert address of JV's Member authorized representative] Telephone/Fax numbers: [insert telephone/fax numbers of JV's Member authorized representative] Email Address: [insert email address of JV's Member authorized representative]
7. Attached are copies of original documents of [check the box(es) of the attached original documents] <ul style="list-style-type: none"><li>▪ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with IIT 4.4.</li><li>▪ In case of JV, letter of intent to form JV or JV agreement in accordance with IIT 3.1</li><li>▪ In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with IIT 4.6.</li></ul>
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

