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ADDENDUM NO. 1

SUPPLY AND DELIVERY OF UNIFORM FOR THE CENTRAL BANK OF KENYA THREE (3) YEAR FRAMEWORK CONTRACT - CBK 030/2022/2023

The above captioned tender was published in both the CBK and the Public Procurement Information Portal (PPIP) websites on 11th August 2022. The Bank has made changes to the bid document and hereby issues Addendum No. 1 with respect to the tender as follows:

1. Evaluation and Qualification Criteria – Section II

Stage 1: Mandatory Requirements

Eligible tenderers must provide the following mandatory requirements (for preliminary evaluation). Non-provision of the below, will lead to the tenderer being disqualified from the tender proceedings.

No.	REQUIREMENTS
MR1	Submit a copy of the Tenderer's Certificate of Incorporation/Registration or Business Registration Certificate (Legal structure).
MR2	Submit a copy of a valid tax compliance certificate or exemption certificate issued by the Kenya Revenue Authority valid at least up to the date of tender opening.
MR3	Submit an original Tender Security/Bid Bond of KShs. 50,000.00 in format provided in this tender document valid for 240 days from the date of tender opening.
MR4	Provide a duly filled and signed Form of tender with a validity period of at least 210 days.

Stage 2: Technical Evaluation on Capacity to deliver the Contract

Bidders meeting all the mandatory requirements in stage one will have their bids subjected to the Technical Evaluation on capacity to deliver the goods based on the technical parameters given in the table below:

TECHNICAL EVALUATION RESPONSE FORM

No.	Parameters/ Requirements	Weighting Score	Maximum Marks
1.	Number of years in business of supplying staff uniform or similar items as per the Banks requirement.	<ul style="list-style-type: none">5 or more years – 5%Others prorated at: $\frac{\text{No. of years} \times 5}{5}$	5

No.	Parameters/ Requirements	Weighting Score	Maximum Marks
2.	Provide a list of at least 4 corporate clients and contacts to which the company has supplied similar items as per Bank requirement (Each client valued Kshs.500,000.00 per P.O or contract of similar items in the last five (5) years). Attach copies of LPO's / contracts	<ul style="list-style-type: none"> • 4 or more clients: 50% • Others prorated at: $\frac{\text{No. of clients} \times 50}{4}$ 	50
3.	Physical address – provide details of physical address & contacts; - attach evidence, details of physical address and contacts	<ul style="list-style-type: none"> • Evidence of/lease agreement/rental receipts – 20% • No evidence - Zero 	20
4	List of 5 personnel in employment proposed to be dedicated for the required supply. Attach organization structure.	<ul style="list-style-type: none"> • 5 or more personnel 20% • Others prorated at : $\frac{\text{No. of Personnel} \times 20}{5}$ 	20
5.	Indicate delivery period after confirmed order (Items to be ordered on “ <i>as and when required basis</i> ”	<ul style="list-style-type: none"> • 1-30 days – 5 • 31-60 days – 3 • 61-90 days – 2 • Above 10 days - 0 	5
			100%

The minimum technical score to proceed to financial evaluation is **75%** and only tenderers who secure the minimum technical score will progress to financial evaluation.

Stage 3: Financial Evaluation

Bidders scoring **75%** and above in stage two (Technical Evaluation) will be subjected to financial evaluation.

Stage 4: Award Criteria (Recommendation)

The Lowest Evaluated bidders **PER LOT (1-5)** will be recommended for award of **ALL** items in the respective lot at the unit rates quoted on **a need basis for a period of Tree Years**.

2. Pre-Bid Conference

A pre-bid conference will be held on **Wednesday 31st August 2022 at 11:00am** at the Central Bank of Kenya Head Office Building, 6th Floor Presentation Room.

3. Checklist of Documents

In preparing the bid response to the tender bidders are required to ensure all documents listed in the Evaluation Criteria above are provided.

Mandatory Requirements - MR1-MR4

Technical Requirements – TR1- TR6

MR4 – Bidders are required to provide duly filled tender forms in **Section IV** –

- Form of Tender
- Confidential Business Questionnaire
- Certificate of Independent Tender determination
- Self-Declaration Forms SD1& SD2
- Declaration and Commitment to the Code of Ethics.

4. Extension of Tender Closing Date

The Tender Closing Date has been extended from Friday 9th September 2022 to **Tuesday 13th September 2022 at 10:30 a.m.**

All other terms and conditions of the Tender Document remain the same.

DEPUTY DIRECTOR, HEAD OF PROCUREMENT DIVISION

19th August 2022