

**KWS/ADM/ONT/33/2022-2023**

**30 September, 2022**

**TO: ALL BIDDERS**

**ADDENDUM NO. 1**

**TENDER CLARIFICATION - TENDER FOR PROVISION OF  
GENERAL INSURANCE SERVICE (POLICIES FOR YEAR-  
2022/2023, 2023/2024)**

Pursuant to Section 75 of the PPADA, 2015, Kenya Wildlife Service wishes to clarify the following matters that were raised during the virtual Pre-Bid Conference meeting held on 29<sup>th</sup> September, 2022:

1. Tender is open to Insurance Service Providers.
2. SECTION III -Mandatory Requirements for the Insurance Service Provider, page 29 of the tender Requirements have been amended as follows:

“vii. Certified copies of latest audited financial statements. The Insurance Service Provider shall submit copies of the latest audited unqualified financial accounts for the period 2020 and 2021. (Account should have auditors’ opinion with their practicing number)”

“viii. Premium turnover: The tenderer shall submit documentary evidence indicating a minimum annual non-motor gross premium handled of **Kshs. 700 million** instead of Kshs. 1 billion i.e., minimum total of Kshs. 1.4 billion in 2020 and 2021 and 2022.”

“x. The tenderer shall submit audited financial statements indicating minimum Share Capital **Kshs. 300 million** instead of Kshs. 1 billion”

3. SECTION III -Technical Evaluation, page 32 and page 34 have been amended as follows:

	<b>TECHNICAL CRITERIA 3b)</b>	<b>ATTRIBUTE TO BE DEMONSTRATED BY</b>	<b>SCORING CRITERIA</b>	<b>TOTAL (Max Points)</b>
	<b>3b) Service Provider's General Client Size (Maximum 8 points)</b>			
	<ul style="list-style-type: none"> <li>- - top largest current clients with total General premium value of over Kshs. 700 million</li> <li>- top largest current clients with total General premium value from at least Kshs. 500 million to 600 million</li> <li>- top largest current clients with total General premium value from at least Kshs. 400 million to - 600 millions</li> <li>- top largest current clients with a total General premium value of less than Kshs. Below 400 –millions</li> </ul>	<p>Total Premium Amounts from Reference Letters, Certified Contracts, Awards or LSPO. All the above must have been for policies effected within 12 months from the tender closing date.</p>	<p>8</p> <p>6</p> <p>4</p> <p>2</p>	<b>8</b>

	<b>TECHNICAL CRITERIA 7)</b>	<b>ATTRIBUTE TO BE DEMONSTRATED BY</b>	<b>SCORING CRITERIA</b>	<b>TOTAL (Max Points)</b>
	<b>7) Financial stability of the Insurance Service Provider- for the last two years. (Maximum 20 points)</b>			
	<ul style="list-style-type: none"> <li>- total Share Capital of at least 1 billion</li> <li>- total Share Capital of between Kshs. 700 million to Kshs. 1 billion</li> <li>- total Share Capital of between Kshs. 500 million to Kshs. 700 million</li> <li>- total Share Capital of between Kshs. 300 million to Kshs. 500 million</li> </ul>	<p>Share capital from the Extracts of Audited Financial Statement for the last 2 years</p>	<p>20</p> <p>15</p> <p>10</p> <p>5</p>	<b>20</b>

4. SECTION V – SCHEDULE OF REQUIREMENTS page 72 Policy No. 1. Group Personal Accident / Work Injury Benefits Act (WIBA) – WIBA Plus the following information has been added:

Insured: All Staff excluding seconded employees

Category	No. Of Staff	Estimated Staff Distribution		Monthly Gross Salary	Annualized Salary
		Uniformed	Non-Uniformed		
Permanent and Pensionable (Gross)	4,907	3386	1521	341,036,714	4,092,440,568
Temporary	812	-	812	15,584,692	187,016,304
Scouts***	4,032	-	4032	64,931,328	779,175,936
Total Annualized Wages	9,751				<b>5,058,632,808</b>

- a) \*\*\*Community Scouts term of engagement possibly ending on 31st Jan 2023
- b) \*\*\*Community Scouts duties and responsibilities include:-
  - a) Provide reports on early warning for resolution of human-wildlife-conflicts;
  - b) Create community awareness about wildlife;
  - c) Maintain game proof barriers;
  - d) Monitor and report wildlife movement within the area/community;
  - e) Report incidences of wildlife in distress;
  - f) Carry out conservation outreach including wildlife behavior, values, movements amongst others;
  - g) Carry out invasive species management and control;
  - h) Assist in fire management, national park clean-ups and beach management;
  - i) Maintain bandas, guest houses, nature trails, signage's & roads;
  - j) Any other duties that will be assigned to you by the officer in-charge.

This Addendum shall be construed to form part of the tender.

All other Conditions of the Tender remain the same.

The deadline for the Tender submission has been extended from 7th October, 2022 to **13th October, 2022 at 11:00 am EAT.**

DEPUTY DIRECTOR, SUPPLY CHAIN MANAGEMENT  
**FOR: DIRECTOR GENERAL**