

KWS/ONT/HRA/038/2022-2023

28 February, 2023

TO: ALL BIDDERS

ADDENDUM NO. 1

TENDER CLARIFICATION - TENDER FOR PROVISION OF COMPREHENSIVE GROUP MEDICAL INSURANCE COVER (BOARD AND STAFF)

Pursuant to Section 75 of the PPADA, 2015, Kenya Wildlife Service wishes to clarify the following:

- SECTION III - EVALUATION AND QUALIFICATION CRITERIA The following Mandatory Requirement on Page 35 - 36 of the tender has been revised to read as per the table below:

Stage One Mandatory Requirements for the Insurance Service Provider:

#	<i>Mandatory Requirements For The Insurance Service Provider</i>
CURRENT MR4	Certified copy of Registration as member of a trade association or consultative and advisory body for insurance industry in Kenya for year 2023.
REVISED	<i>Certified copy of Registration as EITHER a member of a trade association OR consultative and advisory body for insurance industry in Kenya for year 2023.</i>
CURRENT MR8	Premium turnover: The tenderer shall submit extract of certified audited financial statements or Extracts of IRA Returns indicating a minimum annual medical insurance premium handled of Kshs. 1,500,000,000 billion for year 2020 and 2021.
REVISED	<i>Premium turnover: The tenderer shall submit extract of certified audited financial statements or Extracts of IRA Returns indicating a minimum annual medical insurance premium handled of Kshs. 600 million for year 2020 and 2021 (Excluding Medical Fund Management).</i>

#	Mandatory Requirements For The Insurance Service Provider
CURRENT MR9	The tenderer shall submit extract of audited financial statements certified by an Accountant and should have auditors' opinion with their practicing number indicating Share Capital of at least Kshs. 1 Billion.
REVISED	<i>The tenderer shall submit extract of audited financial statements certified by an Accountant and should have auditors' opinion with their practicing number indicating Share Capital of at least Kshs. 600 million.</i>

2. SECTION III - EVALUATION AND QUALIFICATION Page 39-40 of the tender Criteria No. 2. Part (c) Tenderer's Staff qualifications and experience, the Criteria title has been amended as follows:

“(c) Two Medical Outcomes **OR** Claims staff **BOTH** with (Maximum 8 points)”

3. SECTION III - EVALUATION AND QUALIFICATION Page 40-41 of the tender Criteria No. 6. Part (b) Insurance Service Provider's Medical Insurance Premium has been amended as follows:

b) Insurance Service Provider's Medical Insurance Premium (Maximum 8 points)	CRITERIA TO BE DEMONSTRATED BY	SCORING CRITERIA	TOTAL (Max Points)
- top largest current clients with total Medical Insurance premium value of over Kshs. 2.1 billions	Total Premium Amounts from Reference Letters, Contracts, Awards or LSO and MUST be Certified by the client. All the above must have been for polices effected within 12 months from the tender closing date. (Excluding Medical Fund Management and KWS Premium)	8	8
- top largest current clients with total Medical Insurance premium value from at least Kshs. 1.6 billion to Kshs. 2.1 billion		7	
- top largest current clients with total Medical Insurance premium value from at least Kshs. 1.1 billion to Kshs. 1.6 billion		6	
- top largest current clients with a total Medical Insurance premium value of less than Kshs. 600 millions to Kshs. 1.1 billion		3	

4. SECTION III - EVALUATION AND QUALIFICATION Page 41 of the tender Criteria No. 7. Financial capability has been amended as follows:

b) Insurance Service Provider's Medical Insurance Premium (Maximum 8 points)	CRITERIA TO BE DEMONSTRATED BY	SCORING CRITERIA	TOTAL (Max Points)
- total Share Capital of over Kshs. 2.1 billions	1. Share capital from the Extracts of Audited Financial Statement for the last 2 years	20	20
- total Share Capital of between Kshs. 1.6 billion to 2.1 billion	2. Extracts of IRA quarterly report for share capital.	15	
- total Share Capital of between Kshs. 1.1 billion to 1.6 billion		10	
- total Share Capital of between Kshs. 600 millions to 1.1 billion		5	

5. SECTION III - EVALUATION AND QUALIFICATION Page 42 of the tender Criteria No. 8. Part b) Branch network **remains as per tender.**

6. SECTION V – SCHEDULE OF REQUIREMENTS: item No. 17. On Page 102-103 the TABLE OF FAMILY SIZES has been deleted and **REPLACED** with the table below:

JG	Employees	M+0	M+1	M+2	M+3	M+4	M+5
1	0	0	0	0	0	0	0
2	4	1	0	1	1	1	0
3	7	0	1	1	3	1	1
4	34	1	3	3	9	7	11
5	40	5	1	3	10	13	8
6	99	3	6	18	29	25	18
7	138	9	11	22	29	33	34
8	169	14	15	19	41	42	38
9	185	15	21	29	48	34	38
10	220	28	20	35	59	40	38
11	184	15	10	21	39	50	49
12	288	22	36	41	73	60	56
13	289	13	10	27	57	83	99
14	686	27	35	85	159	185	195
15	2,396	214	213	523	721	439	286
16	15	5	2	4	-	3	1
	4,754	372	384	832	1,278	1,016	872

Item No. 18. STAFF GEOGRAPHICAL DISTRIBUTION has been deleted and **REPLACED** with the table below:

#	Area	No. of Staff
1	Central Rift	616
2	Coast	455
3	Eastern	476
4	Headquarters	581
5	KWS LEA - Manyani	89
6	Mountain	696
7	Northern	171
8	Southern	476
9	Tsavo	770
10	Western	424
	Total	4,754

The tender closing date remains **Thursday** 9TH March 2023 at 11.30 AM E.A.T.

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

All other Conditions of the Tender remain the same.

DEPUTY DIRECTOR, SUPPLY CHAIN MANAGEMENT
FOR: DIRECTOR GENERAL