

25th OCTOBER, 2024

TO: ALL BIDDERS

ADDENDUM NO. 2

TENDER CLARIFICATION - TENDER FOR PROVISION OF GROUP LIFE ASSURANCE SERVICES (POLICIES FOR YEAR- 2024/2025, 2025/2026 AND 2026/2027) Tender No: KWS/ONT/ADM/36/2024-2025

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

The tender is open to **ALL** interested bidders.

SECTION II Tender Data Sheet, the following has been added to **ITT 15**:

ITT 15.6	Bidders are notified that they SHALL include a capacity building levy of 0.03% exclusive of applicable taxes in their quoted tender sum , The Cabinet Secretary, National Treasury and Economic Planning pursuant to sections 24 (5) (d) and 180 of the Act, issued the Public Procurement capacity building levy order, 2023 (herein referred to as "The levy order 2023" vide legal notice No. 206 OF 6th November 2023.
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SECTION III 1b) Mandatory Requirements for The Insurance Company the mandatory requirement number 24 (MR24) has been amended to read as follows:

#	<i>1b) Mandatory Requirements for The Insurance Company</i>	<i>Evidence Required</i>	<i>CONFORMS (Y/N)</i>
MR24	<i>Recommendation Letters</i>	<i>Five (5) Recommendation Letters for current Group Life and Group credit clients issued within the tender preparation period. The letter should be original in official client's letterhead and addressed to the Director General, KWS and in the format provided in the tender document.</i>	

SECTION V – SCHEDULE OF REQUIREMENTS under the Group Life Assurance cover the following phrase has been deleted

“**Community Scouts term of engagement possibly ending on 31st Jan 2023.”

Responses to clarifications from interested bidders:-

#	CLARIFICATION SOUGHT BY INTERESTED BIDDERS	KWS' RESPONSE
1	TR3B Group Life written premium value of above Kshs. 1.5 billion per year. Kindly allow for cumulative premium for the three years of 2 billion or KES 500 million per year 2 billion and above – 30 marks 1.5 to 2 billion – 15 marks Below 1.5 billion – 9 marks.	<p>While the Scoring criteria remains unchanged, the Technical criteria for the Insurance Company has been amended to read as follows:</p> <p>b) Service Provider's Group Life Size (Maximum 30 points)</p> <ul style="list-style-type: none"> - Group Life and Group Credit written premium value of above Kshs. 1.5 billion per year (10 marks for each year) - Group Life and Group Credit written premium value of between Kshs. 1 billion to Kshs. 1.5 billion for the year (5 marks for each year) - Group Life and Group Credit written premium value of less than Kshs. 1 billion for the per year (3 marks for each year)
2	TR8 The underwriter must attach Business permits for fifteen branches as proof: – Amend to: Kindly allow for branch network of at least 5	<p>While the Scoring criteria remains unchanged, the Technical criteria for the Insurance Company has been amended to read as follows:</p> <p>8. Coverage “The underwriter must attach Business permits as proof; i. Above 15 branches – 10 marks ii. Between 11 – 15 branches – 5 marks iii. Between 5-10 branches – 2 Marks”</p>
3	We kindly request the 1 st part of item 2. TENDERER'S STAFF QUALIFICATIONS AND EXPERIENCE to be revised from “-Masters and Bachelor's degree in actuarial science, with at least 5 years' experience in the insurance industry” and read as below, considering most Principal officers do not hold degree or master in Actuarial science.	The terms remain as per response number 6 in Addendum Number 1.
4	Request to accommodate AKI registration certificate to be certified within the year under Insurance company MR4 -	Terms remain unchanged as elaborated in response number 1 in Addendum Number 1.

#	CLARIFICATION SOUGHT BY	KWS' RESPONSE
5	Request to allow for generalized completion and recommendation letters issued within the year for covers held within the policy period 2021-2024 as stated in mandatory requirements for Insurance Company in MR 18 and MR24.	Terms remain unchanged as elaborated in response number 1 in Addendum Number 1.
6	Request to allow for NSSF compliance to be certified by commissioner for oaths (this is due to the response time for NSSF certification) as required in Insurance Company MR 19.	Terms remain unchanged as elaborated in response number 1 in Addendum Number 1.
7	Request to use 2022 IRA annual report as 2023 IRA annual report not yet available, please advice if 2022 can be used as required in Insurance Company TR1.	The bidder may submit extract of IRA Quarter-4 2023 Statistics.
8	Requesting to remove the timeline of the IRA appointment of the principal officer as required in Insurance Company TR2	The terms remain as per response number 6 in Addendum Number 1.
9	Kindly allow for five generalized recommendation letters issued within 2021-2024 with clients with a premium of KES 50 million and above as required in Insurance Company TR2.	The terms remain as per response number 1 in Addendum Number 1.
10	Kindly allow for cumulative premium for the three years of 2 billion or KES 500 million per year 2 billion and above – 30 marks 1.5 to 2 billion – 15 marks Below 1.5 billion – 9 marks	Terms remain unchanged as elaborated in response number 3 in Addendum Number 1.

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

SUPPLIER ACKNOWLEDGEMENT OF ADDENDUM No.2

We, the undersigned hereby certify that the Addendum No.2 is an integral part of document and the alterations set out in Addendum No.2 has been incorporated in our Bid.

Signed.....

Tenderer.....

Date.....