

**04<sup>TH</sup> APRIL, 2025**

**TO: ALL BIDDERS**

**ADDENDUM NO. 1**

**TENDER CLARIFICATION - TENDER FOR PROVISION OF COMPREHENSIVE GROUP MEDICAL INSURANCE COVER FOR BOARD OF TRUSTEES AND STAFF**

**Tender No: KWS/ONT/HRA/65/2024-2025**

Pursuant to Section 75 of the PPADA, 2015, Kenya Wildlife Service has received queries from interested bidders and wishes to clarify the following matters:

The tender is open to ALL interested bidders.

Responses to clarifications from interested bidders: -

#	CLARIFICATION SOUGHT BY INTERESTED BIDDERS	KWS' RESPONSE
1	<p>MR8 Premium turnover:</p> <p><b><i>"This requirement may lock able companies from participating yet they are capable of serving KWS diligently and above board. Can it be removed."</i></b></p>	<p>The purpose of Section 60 is to ensure fairness and transparency in the procurement process by ensuring that only tenders that fully comply with the outlined criteria are considered for evaluation.</p> <p>The premium requirements set out in the tender have been arrived at considering the magnitude of the risk KWS bears being a security sensitive organization and the overall sum insured from the benefit limits per family. The criteria is fair, equitable, transparent, cost effective and competitive.</p> <p>The terms remain unchanged.</p>

#	CLARIFICATION SOUGHT BY INTERESTED BIDDERS	KWS' RESPONSE
2	<p>Technical Criteria 2 a) Team leader (Total Maximum 10 points)</p> <p>The team leader is the Principal Officer/CEO</p> <p><b><i>"Can qualifications for the Team leader be a graduate in any field without specifying Actuarial or Insurance option of 15 years' experience and ACII OR AIIK qualifications"</i></b></p>	<p>This requirement has been amended to accommodate a graduate from any other field with professional qualification in Actuarial, or any insurance qualification.</p>
3	<p>Technical Criteria 3. Capital Adequacy Ratio</p> <p><b><i>-"Can this requirement be removed"</i></b></p>	<p>This requirement is in line with the requirements of Capital Adequacy Ratio in the Insurance Act</p> <p>The terms remain unchanged.</p>
4	<p>Technical Criteria 6 b) Insurance Service Provider's Medical Insurance Premium (Maximum 8 points)</p> <p><b><i>"This requirement may leave out other companies able to serve KWS well and above board. Can this require be list of top clients of Kshs.50m and above."</i></b></p>	<p>This has been elaborated in response No. 1 above.</p> <p>The terms remain unchanged.</p>
5	<p>Technical Criteria 7(a) – Financial Capability</p> <p><b><i>"Can this requirement be as required by the regulator."</i></b></p>	<p>This requirement is in line with the requirements of Capital Adequacy Ratio in the Insurance Act. The advantage is given to bidders who demonstrate better financial capability based on the benefits in the Technical Requirements.</p> <p>The terms remain unchanged.</p>
6	<p>Technical Criteria 7 (b) Branch Network</p> <p><b><i>"Can this requirement be share evidence of branch network."</i></b></p>	<p>Yes, as long as the bidder indicates, location details of the branches countrywide with detail of the branch contact person and Telephone No. as per the tender scoring criteria.</p> <p>The terms remain unchanged.</p>

#	CLARIFICATION SOUGHT BY INTERESTED BIDDERS	KWS' RESPONSE
7	Tender Eligibility  <b>"Is this tender an Underwriters Only tender? Can brokers participate in this tender where they attach the documents for their Proposed Underwriters?"</b>	The tender is open to all eligible bidders, the submission of the tender shall be as ITT 22.5 of the TDS
8	Technical Criteria 7(a) – Financial Capability  <b>"That the total share capital Evaluation be set an amount not exceeding 1 Billion as opposed to the 2 Billion currently apportioned 20 Marks,"</b>	This has been elaborated in response No. 5 above.  The terms remain unchanged.
9	Tender Eligibility  <b>"The tender indicates that it is open to all , However Most of the wording concentrates on requirements for the Insurance Service Provider , Please clarify if the wording Insurance Service Provider includes Insurance Brokers"</b>	The tender is open to all eligible bidders.  The terms remain unchanged.
10	Technical Criteria 3. Capital Adequacy Ratio  <b>"Capital Adequacy Ratio – You have not indicated the required ratio that a provider should not be below"</b>	Bidder who meet the prescribed capital adequacy as per IRA requirement will obtain 20 marks.
11	Tendering Period  <b>"kindly consider extending the deadline of submission of the tender."</b>	Tender closing date remains as Tuesday 8th April,2025 at 11:30am E.A.T.

#	CLARIFICATION SOUGHT BY INTERESTED BIDDERS	KWS' RESPONSE
12	<p><b>"... upon review of both the mandatory &amp; technical requirements, we find the tender prohibitive thus restricting eligible participants to effectively participate. We trust that you will review the tender specifications to allow open competition to all eligible bidders."</b></p>	<p>This has been elaborated in response No. 1 above.</p> <p>The terms remain unchanged.</p>
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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.....