



ADDENDUM SET 1

17th May 2024

To all Prospective bidders,

**REF: TENDER NO. KRA/HQS/NCB-064/2023-2024 –PROVISION OF
PROPERTY MANAGEMENT SERVICES TO KENYA REVENUE AUTHORITY
PENSION SCHEME FOR A PERIOD OF THREE (3) YEARS.**

Kenya Revenue Authority wishes to inform prospective bidders of the following clarifications/ amendment to the Tender document:

No.	Tender Document Reference	KRA Response																		
1.	Page 33- Price Schedule	Prospective bidders are advised to use the amended Price Schedule Annex 1 as provided in this Addendum attached as Annex 1- “Amended Price Schedule.”																		
2.	Page 34- Overall Evaluation criteria	<p>Prospective bidders are advised to take note of the amended evaluation criteria as follows:</p> <table border="1" data-bbox="496 1025 1477 1541"> <thead> <tr> <th data-bbox="496 1025 826 1093">Criteria</th> <th data-bbox="826 1025 1241 1093">Maximum Score/ Requirement</th> <th data-bbox="1241 1025 1477 1093">Cut-off Score</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 1093 826 1160">Tender Responsiveness</td> <td data-bbox="826 1093 1241 1160">Mandatory</td> <td data-bbox="1241 1093 1477 1160">Met</td> </tr> <tr> <td data-bbox="496 1160 826 1227">Vendor Evaluation</td> <td data-bbox="826 1160 1241 1227">45 marks</td> <td data-bbox="1241 1160 1477 1227">35 marks</td> </tr> <tr> <td data-bbox="496 1227 826 1294">Technical Clause by Clause Evaluation</td> <td data-bbox="826 1227 1241 1294">Mandatory</td> <td data-bbox="1241 1227 1477 1294">Met</td> </tr> <tr> <td data-bbox="496 1294 826 1473">Financial Evaluation</td> <td data-bbox="826 1294 1241 1473"> 1. Award shall be to the Lowest evaluated bidder. 2. In the event of a tie in the financial proposals, the bidder with the highest vendor evaluation score will be awarded the contract </td> <td data-bbox="1241 1294 1477 1473">Financial Evaluation</td> </tr> <tr> <td data-bbox="496 1473 826 1541">Post Qualification Evaluation</td> <td colspan="2" data-bbox="826 1473 1477 1541">KRA may carry out due diligence to ascertain the bidders past performance.</td> </tr> </tbody> </table>	Criteria	Maximum Score/ Requirement	Cut-off Score	Tender Responsiveness	Mandatory	Met	Vendor Evaluation	45 marks	35 marks	Technical Clause by Clause Evaluation	Mandatory	Met	Financial Evaluation	1. Award shall be to the Lowest evaluated bidder. 2. In the event of a tie in the financial proposals, the bidder with the highest vendor evaluation score will be awarded the contract	Financial Evaluation	Post Qualification Evaluation	KRA may carry out due diligence to ascertain the bidders past performance.	
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- **Bidders are advised to acknowledge receipt of this addendum uploaded and published on our website on 17th May 2024.**

The Addendum form part of the bidding document and is binding to all bidders. All other terms and conditions of the tender remain the same. You are therefore required to immediately acknowledge the receipt of this addendum.

Regards,

Winnie Kibuchi

For: Deputy Commissioner – Supply Chain Management



ANNEX 1- "AMENDED PRICE SCHEDULE."

Item Description	Annual Fees as a Percentage % of Revenue collected (inclusive of Taxes) (Inclusive of any other relevant services in regards to property management services.)
PROVISION OF PROPERTY MANAGEMENT SERVICES TO KENYA REVENUE AUTHORITY PENSION SCHEME FOR A PERIOD OF THREE (3) YEARS As per the Scope of Work Provided in the Terms of Reference.	
<u>TO BE CARRIED TO THE FORM OF TENDER</u>	