

ADDENDUM "SET 1"

23RD OCTOBER, 2020

**REF: TENDER NO.KRA/HQS/NCB-016 /2020-2021 – PROVISION OF
MEDICAL SCHEME ADMINISTRATION SERVICES**

Kenya Revenue Authority wishes to inform prospective bidders of the clarifications / addendum highlighted below.

Initial requirement	Revised Requirements
vendor evaluation criteria on page 25 is revoked .	The evaluation criteria on page 25 is replaced with Vendor Evaluation Criteria – Amended. (attached) . Prospective bidders are advised to use Vendor Evaluation Criteria – Amended in responding to the tender.

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

Regards,



Benson Kiruja
For: Deputy Commissioner - Supply Chain Management

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Vendor Evaluation Criteria - Amended

The following criteria will be used in the evaluation of all potential suppliers.

(a) Vendor Evaluation Criteria

The following criteria will be used in the evaluation of all potential suppliers. The documents submitted will be evaluated for suitability and awarded marks.

Description	Maximum Score	Cut off Score
<p>Managerial and Key Personnel Competency Profiles</p> <p>Proof of qualified and experienced technical key personnel with 5 years working experience. Technical personnel composition: - network administrator, system administrator and data base administrator. Attach CVs of Four (4) technical staff with ICT background (computer science, software engineering, electronic engineering or equivalent) Degree2 marks Diploma.....1 mark</p> <p>Attach CVs supported by Academic/professional Certificate from recognized Colleges/professional bodies</p>	8	6
<p style="text-align: center;">Experience</p> <p>A firm with a demonstrated practical experience in Provision of Medical Scheme Administration Services. Proof of having provided Medical scheme administration services for five organizations in the last five (5) years i.e. organization with 15,000 lives and above (Attach contracts or LSO) (2 marks each)</p>	10	6
<p style="text-align: center;">Reputation</p> <p>Proof of Satisfactory Service from the four clients (Among those listed above). Submit letters of reference from the clients (on clients letter head), which should include summary of services rendered, value of contracts and contact person, address and telephone numbers (3 marks each)</p>	12	6
Total Score	30	18

Overall Tender Evaluation Criteria

The tender evaluation criteria is weighted as follows; -

Criteria	Maximum Score/Requirement	Cut Off Mark
Tender Responsiveness	Mandatory	Mandatory
Vendor Evaluation	30	18
Technical Specifications	Pass/ Fail	Mandatory
Financial Evaluation	The lowest evaluated bidder.	
<p>The firm to be considered for award is the Lowest quoted upon satisfying all the other requirements as laid out in the tender document.</p>		


 23/10/2020

