



KENYA REVENUE AUTHORITY

ISO 9001:2015 CERTIFIED

13th February, 2024

ADDENDUM "SET 2"

KRA/HQS/NCB-034/2023-2024: PROVISION OF CLEANING AND GARBAGE COLLECTION SERVICES FOR KRA OFFICES AND RESIDENTIAL AREAS FOR A PERIOD OF TWO (2) YEARS (RE-ADVERTISEMENT)

Kenya Revenue Authority wishes to inform prospective bidders of the below amendments detailed below for the above tender.

NO	Query	KRA Response
1.	The price schedule omits the presence of supervisors whose basic salary, NSSF and NHIF are different from those of stewards	Bidders are advised that this is factored under MANAGEMENT FEE (Supervision fee and Company markup) of the summary price schedule.
2.	It has been noted that provision of Cost Of Cleaning Consumables, Tools & Equipment has been omitted from the price schedules.	Bidders are advised that this has been addressed through addendum set "1" where a revised price schedule factoring Cost Of Cleaning Consumables, Tools & Equipment was issued on 9th February, 2024
3.	To our understanding, salaries are VATed Kindly clarify on the element of VAT on labor cost.	Bidders are advised to factor in VAT in the Price Schedule Summary for each Lot.
4.	The quantities for cleaning consumables and tools for all residential properties (Lot 2) are the same. Kindly clarify whether this is the correct position.	Bidders are advised that consumables tools and equipment required during provision of cleaning services in Lot 2 has been revised to factor in different quantities for cleaning consumables and tools for all residential properties in the said Lot (Annex 2).

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5.	In the summary of costs for Lot 5, Eldoret Offices (Kiptagich), Airport, Airport Warehouse and Scanner, the cost of cleaning consumables, tools and equipment has been omitted.	Bidders are advised the price schedule for Lot 5, Eldoret Offices (Kiptagich), Airport, Airport Warehouse and Scanner has been revised to factor the cost of cleaning consumables, tools and equipment as per attached (Annex 3) .
Bidders are advised that the tender closing/opening date remains as, 16th February, 2024 at 11:00 am		

The clarification 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,

Bernard Mukundi

For Deputy Commissioner – Supply Chain Management

QUANTITIES FOR CLEANING CONSUMABLES AND TOOLS FOR ALL RESIDENTIAL PROPERTIES (LOT 2)-REVISED

CLEANING AND GARBAGE COLLECTION SERVICES FOR RESIDENTIAL ESTATES IN NAIROBI-LOT 2

1. LANGATA ESTATE

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	40	Annually
2.	Multi-purpose cleaning detergents	Litre	160	Annually
3.	Heavy Duty Gloves	pair	15	Annually
4.	Jumbo Super Mop Complete	pc	14	Annually
5.	Cleaning Caution signs	Pcs	5	Annually
6.	Cobweb remover	Pcs	4	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	2	Annually
8.	Floor Squeegee	Pcs	10	Annually
9.	Lawn mower/ Brush cutter	Pcs	2	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	2	Annually
11.	Gardening tools (Jembe, Panga, spade, Rake, Slasher, shears)	Pcs	5 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	14 each	Annually
13.	Stand Up Dustpans	Pcs	14	Annually
14.	Mopping Buckets	Pcs	14	Annually
15.	Garbage skip	Pcs	10	Annually
16.	Wheelbarrow	Pcs	5	Annually
17.	Overall (Branded 2 set per staff)	Pairs	30	Annually
18.	Rubber Gumboots	Pairs	15	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

2. MAWENZI ESTATE PHASE 1

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	60	Annually
3.	Heavy Duty Gloves	pair	3	Annually
4.	Jumbo Super Mop Complete	pc	2	Annually
5.	Cleaning Caution signs	Pcs	2	Annually
6.	Cobweb remover	Pcs	1	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	1	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	1	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	1	Annually
11.	Gardening tools (Jembe, Panga, spade, Rake, Slasher, shears)	Pcs	2 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	2 each	Annually
13.	Stand Up Dustpans	Pcs	2	Annually
14.	Mopping Buckets	Pcs	2	Annually
15.	Garbage skip	Pcs	4	Annually
16.	Wheelbarrow	Pcs	0	Annually
17.	Overall (Branded 2 set per staff)	Pairs	6	Annually
18.	Rubber Gumboots	Pairs	3	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

3. MAWENZI ESTATE PHASE II

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	60	Annually
3.	Heavy Duty Gloves	pair	4	Annually
4.	Jumbo Super Mop Complete	pc	3	Annually
5.	Cleaning Caution signs	Pcs	2	Annually
6.	Cobweb remover	Pcs	1	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	1	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	1	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	1	Annually
11.	Gardening tools (Jembe, Panga,spade, Rake,Slasher, shears)	Pcs	2 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	2 each	Annually
13.	Stand Up Dustpans	Pcs	2	Annually
14.	Mopping Buckets	Pcs	2	Annually
15.	Garbage skip	Pcs	4	Annually
16.	Wheelbarrow	Pcs	2	Annually
17.	Overall(Branded 2 set per staff)	Pairs	8	Annually
18.	Rubber Gumboots	Pairs	4	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

4. SOUTH C KONGONI

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	40	Annually
3.	Heavy Duty Gloves	pair	2	Annually
4.	Jumbo Super Mop Complete	pc	2	Annually
5.	Cleaning Caution signs	Pcs	2	Annually
6.	Cobweb remover	Pcs	1	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	1	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	1	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	1	Annually
11.	Gardening tools (Jembe, Panga,spade, Rake,Slasher, shears)	Pcs	2 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	2 each	Annually
13.	Stand Up Dustpans	Pcs	2	Annually
14.	Mopping Buckets	Pcs	2	Annually
15.	Garbage skip	Pcs	4	Annually
16.	Wheelbarrow	Pcs	0	Annually
17.	Overall(Branded 2 set per staff)	Pairs	6	Annually
18.	Rubber Gumboots	Pairs	3	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

5. SOUTH C ESTATE NDEKWA AVENUE

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	40	Annually
3.	Heavy Duty Gloves	pair	2	Annually
4.	Jumbo Super Mop Complete	pc	2	Annually
5.	Cleaning Caution signs	Pcs	2	Annually
6.	Cobweb remover	Pcs	1	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	1	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	0	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	0	Annually
11.	Gardening tools (Jembe, Panga, spade, Rake, Slasher, shears)	Pcs	1 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	1 each	Annually
13.	Stand Up Dustpans	Pcs	2	Annually
14.	Mopping Buckets	Pcs	2	Annually
15.	Garbage skip	Pcs	2	Annually
16.	Wheelbarrow	Pcs	0	Annually
17.	Overall (Branded 2 set per staff)	Pairs	4	Annually
18.	Rubber Gumboots	Pairs	4	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

6. EMBAKASI ESTATE

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	20	Annually
2.	Multi-purpose cleaning detergents	Litre	10	Annually
3.	Heavy Duty Gloves	pair	2	Annually
4.	Jumbo Super Mop Complete	pc	2	Annually
5.	Cleaning Caution signs	Pcs	2	Annually
6.	Cobweb remover	Pcs	1	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	1	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	1	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	1	Annually
11.	Gardening tools (Jembe, Panga, spade, Rake, Slasher, shears)	Pcs	2 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	1 each	Annually
13.	Stand Up Dustpans	Pcs	2	Annually
14.	Mopping Buckets	Pcs	2	Annually
15.	Garbage skip	Pcs	2	Annually
16.	Wheelbarrow	Pcs	1	Annually
17.	Overall (Branded 2 set per staff)	Pairs	4	Annually
18.	Rubber Gumboots	Pairs	2	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	100	Annually
3.	Heavy Duty Gloves	pair	11	Annually
4.	Jumbo Super Mop Complete	pc	11	Annually
5.	Cleaning Caution signs	Pcs	5	Annually
6.	Cobweb remover	Pcs	2	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	2	Annually
8.	Floor Squeegee	Pcs	1	Annually
9.	Lawn mower/ Brush cutter	Pcs	2	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	2	Annually
11.	Gardening tools (Jembe, Panga,spade, Rake,Slasher, shears)	Pcs	5 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	5 each	Annually
13.	Stand Up Dustpans	Pcs	10	Annually
14.	Mopping Buckets	Pcs	5	Annually
15.	Garbage skip	Pcs	4	Annually
16.	Wheelbarrow	Pcs	5	Annually
17.	Overall(Brande 2 set per staff)	Pairs	22	Annually
18.	Rubber Gumboots	Pairs	11	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

8. LOITOKTOK RESIDENTIAL ESTATE

CLEANING CONSUMABLES TOOLS AND EQUIPMENT

The contractor shall be required to make available the following tools and equipment:

NO	Cleaning Equipment Required	Unit of Measure	Qty	Usage
1.	Disinfectants	Litre	25	Annually
2.	Multi-purpose cleaning detergents	Litre	60	Annually
3.	Heavy Duty Gloves	pair	6	Annually
4.	Jumbo Super Mop Complete	pc	6	Annually
5.	Cleaning Caution signs	Pcs	5	Annually
6.	Cobweb remover	Pcs	2	Annually
7.	Water Hose Pipe (1/2 inch by 30 Meters)	Meters	2	Annually
8.	Floor Squeegee	Pcs	2	Annually
9.	Lawn mower/ Brush cutter	Pcs	2	Annually
10.	Housekeeping Aluminum ladder (4 step)	Pcs	2	Annually
11.	Gardening tools (Jembe, Panga,spade, Rake,Slasher, shears)	Pcs	5 each	Annually
12.	Brooms with handle (Soft & hard)	Pcs	5 each	Annually
13.	Stand Up Dustpans	Pcs	6	Annually
14.	Mopping Buckets	Pcs	6	Annually
15.	Garbage skip	Pcs	2	Annually
16.	Wheelbarrow	Pcs	1	Annually
17.	Overall(Brande 2 set per staff)	Pairs	12	Annually
18.	Rubber Gumboots	Pairs	6	Annually
19.	Maintaining of trees	Lot	Lot	Annually
20.	Painting of all iron mongery, gates, security barriers	Lot	Lot	Annually

PRICE SCHEDULE-REVISED

LOT 5 - NORTH RIFT REGION

1. ELDORET OFFICES (KIPTAGICH), AIRPORT, AIRPORT WAREHOUSE & SCANNER

SQ FEET	NO. OF WASHROOMS	
	GENTS	LADIES
60,918.32	29	29

LABOUR COST

S/No	Description	Cost	No. of stewards	Grand Total cost for stewards per month
1.	Basic Salary			
2.	NSSF			
3.	NHIF			
4.	NITA			
5.	WIBA			
	Total Cost			
	Add VAT			
	Total Labor Cost Per Steward		17 Stewards	

SANITARY BINS SERVICES

No	Item	Quantity	Rate Per Bin Per Service Inclusive of all taxes	Total Cost Per Month Inclusive of all taxes
1	Provision and servicing of foot peddle sanitary bins	20 bins (to be serviced twice (2) a month)		
MONTHLY SUB-TOTAL (Inclusive of all taxes)				

GARBAGE COLLECTION SERVICES

NO	item	Frequency/quantity	Unit Rate Inclusive of all taxes	Total cost per month Inclusive of all taxes
1	Collection and ferrying of garbage to an authorized County dumping site	Twelve times a month		
2	Provision of approved garbage bags	150 pcs a month		
MONTHLY SUB-TOTAL (Inclusive of all taxes)				

SUMMARY OF COSTS FOR ELDORET OFFICES (KIPTAGICH), AIRPORT, AIRPORT WAREHOUSE & SCANNER

ITEM	DESCRIPTION	TOTAL COST PER MONTH (KSH) Inclusive of all taxes	TOTAL COST PER YEAR (KSH) Inclusive of all taxes
1.	GRAND TOTAL COST FOR STEWARDS PER MONTH		
2.	SANITARY BINS SERVICES		
3.	GARBAGE COLLECTION SERVICES		
4.	COST OF CLEANING CONSUMABLES, TOOLS & EQUIPMENT		
5.	MANAGEMENT FEE (Supervision fee and Company markup)		
GRAND TOTAL COST (INCLUSIVE OF ALL TAXES)			