



ADDENDUM/ CLARIFICATION "SET 1"

4TH OCTOBER 2022.

To all Prospective bidders,

REF: TENDER NO. KRA/HQS/RFP -004 /2022-2023 – PROVISION OF INTEGRATED MARKETING & COMMUNICATION SERVICES FOR A PERIOD OF TWO (2) YEARS.

KRA wishes to inform the prospective bidders to note the following amendments and clarifications in the bid document and effect the amendments appropriately for the above tender.

No.	Reference to ITC Clause	Tender Description	KRA Responses
1.	10.1	On Section 2 (B) of DATA SHEET. B. Preparation of Proposals on page 10. The Proposal shall comprise the following: <ul style="list-style-type: none">• 1st Inner Envelope with Technical Proposal.• 2nd Inner Envelope with the Financial Proposal.	Prospective bidders are hereby advised that the following proposals shall be submitted separately on the stipulated folders on SAP Portal as follows: <ul style="list-style-type: none">• Technical Proposal to be submitted on the Tech-Bid C-Folder on SAP Portal.• Financial Proposal to be submitted on the Notes & Attachment Folder on SAP Portal.
2.	20.1	On Section 2 (B) of DATA SHEET. C. Submission, Opening and Evaluation on page 19. An Online option of the opening of the Technical Proposals is offered: Yes	Prospective bidders are hereby advised that the Technical Proposal Opening of the bids will be opened on the SAP Portal (EPROCUREMENT PORTAL) during Tender opening date. Bidders are invited physically to witness the process.
3	For LOT 1 :Public Relations & Public Affairs Services. SCOPE OF SERVICES	Item 3: Firm and Consultants' Requirements (Vendor Criteria) on page 22 <u>Specific experience of the firm related to the assignment:</u>	Prospective bidders are hereby advised that the certificate of incorporation/ Registration will be used to evaluate experience of bidding firms interested in offering Public Relations & Public Affairs Services.



KENYA REVENUE AUTHORITY

ISO 9001:2015 CERTIFIED

		Proof of a minimum of five (5) years experience in the provision of public Relations and Public Affairs Services.	
4	On Technical and Pitch Scores on page 31. It states that the Technical scores and the pitch scores for both Lot I and Lot II shall be combined and prorated to 80.		Prospective bidders are hereby advised that the statement has been expunged and replaced to read as follows: a) The Technical and Pitch Scores for Lot I shall be combined and pro-rated to 80 marks. b) The Technical and Pitch Scores for Lot II shall be combined and pro-rated to 80 marks.
5.	Addendum All prospective bidders are required to factor and include additional requirements on the mandatory criteria when responding to the tender.		
a.	A valid CR12 not older than 6 months (Bidders can generate from ecitizen)		
	Note: • Bidders are advised to acknowledge receipt of this addendum/clarification published and uploaded on the KRA Website on 4th OCTOBER 2022.		

The Addendum/Clarifications 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 clarifications.

Regards,

Benson Kiruja

For: Deputy Commissioner - Supply Chain Management

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