



KENYA REVENUE  
AUTHORITY

ISO 9001:2015 CERTIFIED

ADDENDUM SET "1"

30<sup>TH</sup> May, 2022.

To all Prospective bidders,

**KRA/HQS/RFP-074/2021 -2022 PROVISION OF CONSULTANCY SERVICES FOR THE DESIGN, DEVELOPMENT AND IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT WORKFLOWS AND DOCUMENT MANAGEMENT USING MICROSOFT SHARE POINT AND SAP ERP INTERGRATION**

Kenya Revenue Authority wishes to inform prospective bidders of the following amendments/clarifications:

NO.	ACTIVITY/QUERY	KRA RESPONSE
1	Bidders Queries on Sharepoint	Bidders are advised to refer to <b>Annex 1</b> below named <b>Bidders' Queries and KRA Responses</b> on Sharepoint requirement.
2	Please confirm the Maximum number of members in the Joint Venture (JV) shall be?	Bidders are advised that the JV members are two or more. Under JV, a teaming agreement will be required for the purposes of this tender. The Lead Firm should meet all the mandatory requirements.
3	Support: Is it mandatory that all resources to be onsite (at KRA office)?	Based on the implementation schedule, bidders are required to avail appropriate resources onsite when required for a delivery.

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**On page 22: OVERALL TENDER EVALUATION**

Criteria	Maximum Score/ Requirement	Cut-off Score
Tender Responsiveness	Mandatory	All
Commercial Evaluation	55	40
Technical Evaluation / Responsiveness to TOR's	25	20
<b>Financial Evaluation</b>	20	5
<b>Award</b>	The responsive proposal with the highest score determined by the procuring entity by combining, for each proposal, in accordance with the procedures and criteria set out in the request for proposals, the scores assigned to the technical and financial proposals	
<b>Site Visit / Due diligence</b>	KRA will conduct site visits to any or all of the provided reference sites. The bidder will be required to facilitate/organize the visit to any such chosen site(s) forming substantive responsiveness	

This has been expunged and replaced with:

**OVERALL TENDER EVALUATION**

Criteria	Maximum Score/ Requirement	Cut-off Score
Tender Responsiveness	Mandatory	All
Key Personnel Qualification and Experience	75	59
Technical Evaluation / Responsiveness to TOR's	25	25
<b>Overall Responsiveness Score</b>	<b>100</b>	<b>84</b>
<b>Financial Evaluation</b>	20	5
<b>Award</b>	The responsive proposal with the highest score determined by the procuring entity by combining, for each proposal, in accordance with the procedures and criteria set out in the request for proposals, the scores assigned to the technical and financial proposals	
Post Evaluation	Qualification	KRA shall carry out due diligence to ascertain the bidders past performance.





<p>On page 49 - Detailed scope of work for the workflows is as presentation in tabulated below. Bidders are required to confirm delivery of the features. The features <u>are mandatory for delivery</u>:</p>	<p>This requirement has been amended to read:</p> <ul style="list-style-type: none"><li>• Each parameter on page 49 - 52 (under Technical Evaluation / Responsiveness to TOR's) weighs 0.3125 marks.</li><li>• Bidders are required to give substantive response or can use <u>"Understood and will Comply"</u> to respond to the technical requirements in order to be awarded with marks. Use of <b>Yes, No, tick, compliant etc will be considered non responsive.</b></li><li>• <i>Bidders who fail to respond as directed to the schedule of requirements <u>will not</u> be considered for technical evaluation.</i></li></ul>
<p>9 Extension of Tender Closing/Opening Date New Tender Closing Date: 7<sup>TH</sup> JUNE, 2022 AT 11.00 AM TIMES TOWER</p>	
<p><b>Note:</b> Bidders are advised to: ✓ Acknowledge receipt of this addendum published and uploaded on the KRA Website on 30<sup>TH</sup> MAY, 2022. ✓ Align their <b>bid security</b> to be valid upto and including 6<sup>TH</sup> JUNE 2023.</p>	

The 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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**ANNEX 1: Bidders' Queries and KRA Responses**

**KRA - SAP - MS SHAREPOINT - WORKFLOW PROJECT**

Bidders' Queries	Answers	Requirement Preliminary Total Count	
<b>MS SharePoint - Current Environment</b>			
Site Architecture Diagram?	Exists	1. Annual Procurement Plan	Functional Requirement Reporting Requirement : 13
Version?	2019	2. Request for Procurement	Functional Requirement Reporting Requirement : 7
Cloud / On Premise?	On Premise		Reporting Requirement : 5
MS Windows OS?	2016	3. Evaluation Reports	Functional Requirement Reporting Requirement : 3
Number of users?	Approximately 1000		Reporting Requirement : 1
Modern / Classic?	modern	4. Professional Opinion	Functional Requirement Reporting Requirement : 10
Site Configuration Exists?	yes		Reporting Requirement : 2
Document Management Configuration?	yes	5. Award Notification	Functional Requirement Reporting Requirement : 1
Connectivity between SAP and MS SharePoint open?	no		Reporting Requirement : 2
		6. Contract Management	Functional Requirement Reporting Requirement : 4
			Reporting Requirement : 3
<b>SAP - Current Environment</b>			
Version?	ERP 6.0 EHP8 (Enhancement Package)	7. Supply Chain Services	Functional Requirement Reporting Requirement : 5
Patch Level?	Patches are done for components and not the entire product		Reporting Requirement : 4
Kernel?	753 patch level 300	Total	Functional Requirement <b>46</b>

*[Handwritten Signature]*  
20/05/22



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	OS?	Suse Enterprise Server Linux for SAP Applications 12			Reporting Requirement :	<b>30</b>
	Number of users?	8421 KRA Users				
<b>BI - Current Environment</b>	SAP / Non SAP ?	Non SAP (Oracle)			Cost and Efficiency	6
	Version?	OAS 5.9			Supplier Management	7
	Backend Architecture?	Yes			Contract Administration	13
	MS Power BI / Tableau / Qlikview ?	OBIEE12			Spend Analysis	4
					Strategy and Planning	5
					Payments Analysis	3
					Conveyancing Unit	4
<b>AITS Responsibility</b>	SAP Consulting work should be provided by AITS. Yes/No ?	Yes				
	BI Consulting work should be provided by AITS. Yes/No ?	Yes				
	MS SharePoint Administration responsibility at AITS ?	No			Sourcing Unit	14
						<b>56</b>

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