



KENYA REVENUE AUTHORITY

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ADDENDUM "SET 1"

24th NOVEMBER, 2021.

To all Prospective bidders,

**REF: TENDER NO. KRA/HQS/NCB -018 /2021-2022 – PROVISION OF
ONLINE TAXI SERVICES**

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 below tender;

No.	TENDER DESCRIPTION	KRA Responses
1.	KRA/HQS/NCB-013/2021-2022: Provision of Online Tax Services.	Prospective bidders are hereby advised that the tender description has been aligned with the tender document to read as follows: KRA/HQS/NCB/013/2021-2022: Provision of Online Taxi Services.
2.	On Evaluation Criteria of Tender Responsiveness (Mandatory Requirement) on page 27 of the Tender document: Bidders are required to submit a valid Indemnity Insurance Cover worth Kenya Shilling Fifty Million (Kshs. 50,000,000)	Prospective bidders are hereby advised that the mandatory requirement has been amended to read submission of a valid Indemnity Insurance Cover worth Kenya Shillings Two Million (Kshs 2,000,000.00)
3.	On price Schedule of Tender Document on page 34 and Form of Tender on page 40.	Prospective bidders are hereby advised that the price schedule has been expunged and replaced with: New Price Schedule attached as Annex 1. New Form of Tender attached as Annex 2.
Note: <ul style="list-style-type: none">Bidders are advised to acknowledge receipt of this addendum published and uploaded on the KRA Website on 24th November, 2021.		

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

BM

PRICE SCHEDULE (TO BE SUBMITTED ELECTRONICALLY VIA THE SUPPLIER PORTAL TO NOTES AND ATTACHMENTS FOLDERS)

PRICING MODEL PARAMETERS The bidder to indicate pricing model for its various categories; elementary/basic, comfort to the high end.

S/No.	Description	Unit Cost Inclusive of all Applicable Taxes (Kshs)
1.	Fixed Charges (Minimum fee)	
2.	Per Min Billing	
3.	Per KM Billing	
4.	Any Additional Charges: (Parking fee, Entry fee- Airports, Major shopping mall, Waiting charges & Cancellation charges)	
5.	Aggregated ride cost (1+2+3 + 4)	

Overall Tender Evaluation Criteria

Criteria	Maximum Requirement/score	Cut-Off Score
Tender Responsiveness	Mandatory	Met
Vendor Evaluation	45	30
Technical Evaluation	i Pass	Pass
	ii 80	50
	iii 18	9
Pitch Evaluation	18 (Pro-rated to 30)	
Grand Total	173	119
Financial Evaluation	Award shall be to the bidder with the Lowest Aggregated Evaluated Ride Cost	



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Annex 2

SECTION IV - TENDERING FORMS

1. FORM OF TENDER

INSTRUCTIONS TO TENDERERS

- i) *The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address.*
- ii) *All italicized text is to help Tenderer in preparing this form.*
- iii) *Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION OF THE TENDERER attached to this Form of Tender.*
- iv) *The Form of Tenders shall include the following Forms duly completed and signed by the Tenderer.*
 - a) *Tenderer's Eligibility-Confidential Business Questionnaire*
 - b) *Certificate of Independent Tender Determination*
 - c) *Self-Declaration of the Tenderer*

Date of this Tender submission: _____ [insert date (as day, month and year) of Tender submission]

ITT No.: _____ [insert number of ITT process]

Alternative No.: _____ [insert identification]

No if this is a Tender for an alternative] To: [insert

complete name of Kenya Revenue Authority]

- a) **No reservations:** We have examined and have no reservations to the tendering document, including Addenda issued in accordance with ITT9;
- b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITT4;
- c) **Tender-Securing Declaration:** We have not been suspended nor declared ineligible by the Kenya Revenue Authority based on execution of a Tender-Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT21;
- d) **Conformity:** We offer to provide the Non-Consulting Services in conformity with the tendering document of the following: [insert a brief description of the Non-Consulting



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Services];

- e) **Tender Price:** The total price of our Tender, excluding any discounts offered in item(f) below is: *[Insert one of the options below as appropriate]*

Provision of Online Taxis Services for a period of two (2) years conformity with the said tender documents as **per price schedule**

.....

.....

(total tender amount in words and figures) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender (**Up to a maximum Spend of 20 Million for two (2) years**)

Discounts: The discounts offered and the methodology for their application are:

- i) The discounts offered are: *[Specify in detail each discount offered.]*
 - ii) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts];*
- f) **Tender Validity Period:** Our Tender shall be valid for the period specified in TDS 19.1 (**335 days**) from the date fixed for the Tender submission deadline (specified in TDS 23.1(as amended if applicable),and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

- g) **Performance Security: No performance security is required for this tender.**

- h) **One Tender Per Tenderer:** We are not submitting any other Tender(s) as an individual Tenderer, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT4.3, other than alternative Tenders submitted in accordance with ITT14;

- i) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers,orserviceprovidersforanypartofthecontract,arenot subjectto,and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the PPRA. Further, we are not ineligible under Kenya's official regulations or pursuant to a decision of the United Nations Security Council;



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- j) **State-owned enterprise or institution:** *[select the appropriate option and delete the other] [We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITT 4.6];*
- k) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, its full address, r gratuity].*

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")

- a) *[Delete if not appropriate, or amend to suit]* We confirm that we understand the provisions relating to Standstill Period as described in this tendering document and the Procurement Regulations.
- l) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- m) **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Tender, the Best Evaluated Tender or any other Tender that you may receive; and
- o) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
- p) **Collusive practices:** We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the "Certificate of Independent tender Determination" attached below.
- q) **Code of Ethical Conduct:** We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from _____ *(specify website)* during the procurement process and the execution of any resulting contract.

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- r) We, the Tenderer, have completed fully and signed the following Forms as part of our Tender:
- i) Tenderer's Eligibility; Confidential Business Questionnaire—to establish we are not in any conflict to interest.
 - ii) Certificate of Independent Tender Determination—to declare that we completed the tender without colluding with other tenderers.
 - iii) Self-Declaration of the Tenderer—to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
 - iv) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal.

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix 1- Fraud and Corruption**” attached to the Form of Tender.

Name of the Tenderer:..... *[insert complete name of person signing the Tender]

Name of the person duly authorized to sign the Tender on behalf of the Tenderer:.....**[insert complete name of person duly authorized to sign the Tender]

Title of the person signing the Tender:..... [insert complete title of the person signing the Tender]

Signature of the person named above:[insert signature of person whose name and capacity are shown above]

Date signed..... [insert date of signing] **day** of
.....[insert month], [insert year]



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