

**CLARIFICATIONS / ADDENDUM SET “2”**

 1<sup>st</sup> November, 2022

**KRA/HQS/NCB/017 2022-2023- PROPOSED RENOVATION WORKS FOR  
CONFERENCE FACILITY AT KENYA SCHOOL OF REVENUE  
ADIMINISTRATION (KESRA) MOMBASA.**

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

No.	CLARIFICATION	CLARIFICATION RESPONSE.
1.	Joint Venture partners documents to be attached <ul style="list-style-type: none"> <li>i. Valid Tax Compliance Certificate</li> <li>ii. Certificate of Incorporation</li> </ul>	<b>The Joint Venture partners documents requirement has been amended to read as follows.</b> <ul style="list-style-type: none"> <li>a) Joint Venture/Sub-contracting will not apply to Main Works for renovations. It shall apply to bidders sub-contracting HVAC, Electrical and ICT Services.</li> <li>b) Joint Venture partners are required to submit the following mandatory documents.               <ul style="list-style-type: none"> <li>i. Valid Tax Compliance Certificate</li> <li>ii. Certificate of Incorporation</li> <li>iii. Submit duly filled, signed, and stamped Confidential Business Questionnaire Form.</li> <li>iv. Certificate of Independent Tender Determination</li> <li>v. Self-Declaration Forms - SD1</li> <li>vi. Self-Declaration that the Person/Tenderer will not engage in any Corrupt or Fraudulent Practice. – SD2</li> <li>vii. Declaration and Commitment to the Code of Ethics</li> <li>viii. Joint Venture agreement/Sub-contracting agreement.</li> </ul> </li> </ul>

  
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## Vendor Evaluation Criteria for the ICT Component.

Vendor Evaluation Criteria				
<p>The following criteria shall be used in the evaluation of all potential Contractors or sub-Contractors for the ICT Component of the works.</p> <p>The documents submitted will be evaluated for suitability for ICT part and marks awarded. Cut off marks will be 7 marks.</p>				
No	Feature	Minimum Requirements	Score	Cut off
1.	Key Personnel	<p><b><u>Key Personnel Academic, Professional Certification and relevant Experience</u></b></p> <p>The key personnel must have the requisite Academic qualifications, professional and Technical skills and experience. The proposed key personnel must include at least 2 Staff with Academic Certificates in Electrical and Electronic Engineering/Computer science or other related degrees. The proposed staff <b>must</b> equally have Cisco Certified Network Associate (CCNA) certifications or higher Certification.</p> <p><i>Attach CVs, copies of academic certificates and Valid CCNA certifications for the two (2) key personnel.</i></p> <ul style="list-style-type: none"> <li>• Degree or Post Graduate in Electrical &amp;Electronics Engineering/Computer science or related field and valid CCNA or higher Certification..... <b>2 marks</b></li> <li>• Diploma Electrical &amp;Electronics Engineering/Computer science or related field and valid CCNA or higher Certification .....<b>1 marks</b></li> <li>• Any course without valid CCNA.....<b>0 mark</b></li> </ul> <p><b>Staff Technical experience.</b> In addition to the Academic and Professional certification, each key personnel should possess technical</p>	7	

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1/11/2022



# KENYA REVENUE AUTHORITY

ISO 9001:2015 CERTIFIED

			<p>experience in the design and Installation of Local Area Networks (LANs).          3 years and above..... <b>1.5 marks</b>          2 to 3 years..... <b>1 mark</b>          1 to 2 years..... <b>0.5 mark</b></p>		
	2.	<b>Firm's Relevant works experience</b>	<p><b><u>Firm's Relevant works experience</u></b></p> <p>Proof of satisfactory service for installation of two (2) LAN structured cabling works executed within the last four (4) years.</p> <p>Submit two (2) reference letters from 2 different clients, each supported by either a copy of signed Contract or signed Service Order or Completion Certificate for LAN installation service.</p> <ul style="list-style-type: none"> <li>• Each reference letter supported by either a copy of signed Contract or signed Service Order or Completion Certificate ..... <b>1.5 marks</b></li> <li>• Reference letter only..... <b>0.5 mark</b></li> <li>• Award/Contract/Completion cert. only...<b>0.5 mark</b></li> </ul> <p><i>Reference letter should have (full contacts; postal address, telephone and email)</i></p>	3	
				10	7

This Clarification form part of the bidding document and is binding to the bidder. All other terms and conditions of the tender remain the same. Prospective bidders are therefore required to immediately acknowledge receipt of this addendum through [eprocurement@kra.go.ke](mailto:eprocurement@kra.go.ke).

Regards,

**Benson Kiruja.**  
**For: Deputy Commissioner - Supply Chain Management**

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