



KENYA ELECTRICITY GENERATING COMPANY PLC.

KGN-SEC-04-2018

PREQUALIFICATION OF SUPPLIERS FOR THE PROVISION OF SECURITY SERVICES
2018 - 2020 FOR CATEGORY A

19th October, 2018.

ADDENDUM 4

In accordance with the tender for “Prequalification of Suppliers for the Provision of Security Services 2018 – 2020 For Category A”, KenGen hereby issues **Addendum No.4**

CHANGE OF TENDER SUBMISSION METHOD

Clause No	Instructions to tenderers	Particulars of appendix to instructions to tenderers	CHANGES
	Invitation – page 3	Tenders must be submitted online on or before 18th October 2018 at 10.00 a.m.	The tender documents must be submitted in a plain sealed envelope and clearly marked “KGN-SEC-04-2018 - PREQUALIFICATION OF SUPPLIERS FOR THE PROVISION OF SECURITY SERVICES 2018 - 2020 FOR CATEGORY A” and the statement, “DO NOT OPEN BEFORE 25th October at 10.00 a.m. ” and addressed to: Company Secretary & Legal Affairs Director Kenya Electricity Generating Company PLC 10th Floor, KenGen Pension Plaza Phase II Kolobot Road, Parklands P O Box 47936 - 00100 NAIROBI, KENYA On or before: 25th October at 10.00 a.m.
	Invitation – page 3	Tenders will be opened online on: 18th October 2018 at 10.30 a.m in the presence of tenderers' representative who choose to attend at the KenGen Pension Plaza 2, Tender Opening Room, Ground Floor.	Tenders will be opened on 25th October at 10.30 a.m. in the presence of the candidates' representatives who choose to attend at KenGen Pension Plaza II Ground Floor, Tender Opening Room.

AS AMENDED IN THE APPENDIX TO INSTRUCTIONS TO TENDERERS

2.10.1	The tenderer shall prepare one “ORIGINAL PREQUALIFICATION DOCUMENT AND ONE COPY	This is not applicable as this is an online submission of a soft-copy document. Pre-qualification shall be submitted online through the KenGen E- Procurement Portal found on KenGen’s website (www.kengen.co.ke)	The Tenderer shall prepare one original and one COPY of the Prequalification Document , clearly marking each “ORIGINAL” and “COPY,” as appropriate
2.11	Sealing and Marking of Tenders		
2.11.1	<p>The tenderer shall seal the original and each copy of the tender in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The Envelopes shall then be sealed in an outer envelope.</p> <p>The inner and outer envelopes shall:</p> <p>(a) be addressed to the Procuring entity at the address given in the invitation to tender</p> <p>(b) bear, tender number and name in the invitation to tender and the words: “DO NOT OPEN BEFORE(day, date and time of closing),”</p>	This is not applicable as these is an online process	<p>The tenderer shall seal the original and each copy of the tender in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The Envelopes shall then be sealed in an outer envelope.</p> <p>The inner and outer envelopes shall:</p> <p>(a) be addressed to the Procuring entity at the address given in the invitation to tender</p> <p>(b) bear, tender number and name in the invitation to tender and the words: “DO NOT OPEN BEFORE(day, date and time of closing),”</p>
2.12.1	The pre-qualification must be received by the Procuring entity at the address specified under paragraph	<p>Tender Online Submission Deadline: 18th October 2018 at 10.00am</p> <p>Tender Online Opening Date: 18th October 2018 at 10.30am</p>	The pre-qualification must be received by the Procuring entity at the address specified under paragraph
2.13.1	The tenderer may modify or withdraw its	Not applicable	The tenderer may modify or withdraw its tender after the tender’s submission, provided that written notice of the

	tender after the tender's submission, provided that written notice of the modification , including substitution or withdrawal of the tender's is received by the procuring entity prior to the deadline prescribed for the submission of tenders.		modification , including substitution or withdrawal of the tender's is received by the procuring entity prior to the deadline prescribed for the submission of tenders.
2.13.2	The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of tenders.	Not applicable	The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of tenders.

1.1 MANDATORY REQUIREMENTS

	Description of Criteria	Requirement
1.8	Evidence of an annual turnover of not less than Ksh 500 Million supported by current Tax Compliance Certificate duly signed by KRA. Certified copies of Audited accounts for the last two years 2016 and 2017 (Bidders to give out contact details, including email and physical address of the registered auditing firm-to be verified).	Evidence of an annual turnover of not less than Ksh 500 Million supported by current Tax Compliance Certificate The following highlighted phrase has been cancelled duly signed by KRA. Certified copies of Audited accounts for the last two years 2016 and 2017 (Bidders to give out contact details, including email and physical address of the registered auditing firm-to be verified).
1.9	Evidence of a guard force Human guarding capacity- permanently employed guards. Minimum of 800 Guards	Attach copies of master payroll containing names , NSSF & NHIF monthly submission as per the submitted payroll from June-September 2018

ACKNOWLEDGEMENT OF ADDENDUM 4

We, the undersigned hereby certify that the Clarification /Addendum is an integral part of the document and has been incorporated in the tender proposal.

Signed.....

Tenderer.....

Date.....