



KenGen

KENYA ELECTRICITY GENERATING COMPANY PLC

KGN-ADM-009-2024

RFx 5000015595

**TENDER FOR SERVICING AND MAINTENANCE OF WATER DISPENSERS FOR ALL KENGEN
BUSINESS AREAS FOR TWO YEARS
(FRAMEWORK CONTRACT)**

(Reserved for AGPO Group (Youth, Women & PWDs))

Date: 19th July, 2024

Addendum No. 1

In accordance with the ‘Tender for Servicing and Maintenance of Water Dispensers for All KenGen business areas for Two Years, KenGen hereby issues Addendum No. 1 as follows.

1. EXTENSION OF TENDER CLOSING DATE

INITIAL TENDER CLOSING DATE	REVISED TENDER CLOSING DATE
Tender Closing Date: 24th July, 2024 at 10.00 a.m.	Tender Closing Date: 31st July, 2024 at 10.00 a.m.
Tender Opening Date: 24th July, 2024 at 10.30 a.m.	Tender Opening Date: 31st July, 2024 at 10.30 a.m.

2. ADDITION OF QUANTITIES FOR KITALE OFFICE AND REVISED SUMMARY OF PRICE SCHEDULES

1. The following omitted quantities for Kitale Office in Price Schedule C for Western Region are hereby inserted as follows:

STATION	LOCATION	QTY	COST PER QUARTER KSHS.	COST PER ANNUM KSHS.
KITALE OFFICE	KITALE	3		

**All the other details of Price Schedule C for Western Region remain unchanged.*

The Summary of Price Schedules Table is corrected as follows:

SUMMARY OF PRICE SCHEDULES FOR SERVICE AND MAINTENANCE OF WATER DISPENSERS.

No		REGION	Qty	TOTAL COST PER QUARTER VAT INC. KSHS.	TOTAL COST PER YEAR VAT INKSHS.C.	TOTAL COST FOR TWO YEARS VAT INC. KSHS.
1.	Schedule A	Central Office	48			
2.	Schedule B	Geothermal	163			
3.	Schedule C	Western	43			
4.	Schedule D	Eastern	68			
5.	Schedule E	Kipevu	22			
6.	Schedule F	Upper Tana	32			
SUMMARY TOTAL COST FOR ONE YEAR VAT. INCL.						
SUMMARY TOTAL COST FOR TWO YEARS VAT INCL.						

Tenderer's Name: _____

Authorized Signature: _____

Date: _____

Company Rubber Stamp: _____

3. REVISED FORM OF TENDER

FORM OF TENDER

(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)

INSTRUCTIONS TO TENDERERS

- i) All italicized text is to help the Tenderer in preparing this form.*
- ii) The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.*
- iii) Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.*

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

Tender Name and Identification:.....*[insert identification]*

Alternative No.:.....*[insert identification No if this is a Tender for an alternative]*

To: *[Insert complete name of Procuring Entity]*

- a) **No reservations:** We have examined and have no reservations to the Tendering document, including Addenda issued in accordance with Instructions to tenderers (ITT 7);
- b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3;
- c) **Tender/Proposal-Securing Declaration:** We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing Declaration. Or Proposal-Securing Declaration in Kenya in accordance with ITT 3.6;
- d) **Conformity:** We offer to supply in conformity with the Tendering document and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods: *[insert a brief description of the Goods and Related Services]*;
- e) **Tender Price:** The total price of our Tender, excluding any discounts offered in item (f) below is:

Option 1, in case of one lot: Total price is:*[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies]*;

or

Option 2, in case of multiple lots: (a) Total price of each lot *[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies]*; and (b) Total price of all lots (sum of all lots) *[insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies]*;

- f) **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 are shown below: [*Specify in detail the method that shall be used to apply the discounts*];

- g) **Tender Validity Period:** Our Tender shall be valid for the period specified in TDS 17.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 21.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- h) **Performance Security:** If our Tender is accepted, we commit to obtain a performance security in accordance with the Tendering document;
- i) **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 ITT 3.9, other than alternative Tenders submitted in accordance with ITT 12;
- j) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Procuring Entity. Further, we are not ineligible under the Kenya laws or official regulations or pursuant to a decision of the United Nations Security Council;
- k) **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 3.7*];
- l) **Commissions, gratuities, 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, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity*]

Name of Recipient	Address	Reason	Amount

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

- m) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- n) **Procuring Entity 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) **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.

- q) **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.
- r) **Beneficial Ownership Information:** We commit to provide to the procuring entity the Beneficial Ownership Information in conformity with the Beneficial Ownership Disclosure Form upon receipt of notification of intention to enter into a contract in the event we are the successful tenderer in this subject procurement proceeding.
- s) We, the Tenderer, have duly completed, signed and stamped the following Forms as part of our Tender:
 - a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest;
 - b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers;
 - c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption; and
 - d) 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 the tenderer]

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]

*: In the case of the Tender submitted by a Joint Venture specify the name of the Joint Venture as tenderer.

** : Person signing the Tender shall have the power of attorney given by the tenderer. The power of attorney shall be attached with the Tender Schedules.

4. POWER OF ATTORNEY FORM

FORMAT OF POWER OF ATTORNEY

We..... (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Mrs. / Ms (name and residential address) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for the project/goods/works/services“.....”, including signing and submission of all documents and providing information / responses to the Kenya Electricity Generating Company PLC, ("KenGen"), representing us in all matters before KenGen, and generally dealing with KenGen in all matters in connection with our Proposal for the said project/goods/works/services.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us

..... (Signature)(Name, Title and Address) Accepted

..... (Signature)(Name, Title and Address of the Attorney)

BIDDER'S ACKNOWLEDGEMENT OF ADDENDUM NO. 1

We, the undersigned, hereby certify that the addendum is an integral part of the document and the alterations set out in addendum have been incorporated in our tender document.

Signed

Tenderer

Date