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**15th APRIL 2024**

**ADDENDUM ONE**

**PROVISION OF REPAIR AND MAINTENANCE OF MOTOR VEHICLES ON FRAMEWORK AGREEMENT FOR THREE YEARS**

**TENDER NO. EACC/T/43/2023-2024**

**IFMIS NO: 1477812**

Reference is made to the above-cited procurement, EACC Hereby issues Addendum One

**THE CLOSING DATE EXTENDED TO: 24TH APRIL 2024 AT 10.00 AM**

**All bidders should take note of the change in Mandatory and Technical specifications that have been revised as per the Tables below: -**

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| --- | --- | --- | --- |
| |  | | --- | | **PRELIMINARY EVALUATION CRITERIA**  Tenderers are required to meet the following MANDATORY REQUIREMENTS which will be used during Preliminary Examination to determine responsiveness | | | |
| **The tenderer shall be either responsive or non-responsive. Those that are responsive to all the requirements shall proceed to the next Technical Evaluation Stage.** | | |
| Number | Requirements | Complied / Not Complied |
| MR1 | Copy of Certificate of Registration/Incorporation from the Registrar of Companies |  |
| MR2 | Valid Tax Compliance Certificate from Kenya Revenue Authority |  |
| MR3 | Duly Filled the Form of Tender in the format provided in the tender document that includes the following   1. *Tenderer's Eligibility-Conﬁdential Business Questionnaire* 2. *Certiﬁcate of Independent Tender Determination* 3. *Self-Declaration of the Tenderer(SD1 & SD2)* |  |
| MR4 | A copy of valid Business permit from county Government |  |
| MR5 | Must submit a copy of CR12. (Issued within the last 6 months to tender closing) |  |
| MR6 | Duly Filled Form of Tender Securing Declaration in the format provided. |  |
| MR7 | Bid MUST be submitted through IFMIS |  |
| MR8 | Bid document must be scanned, in a readable format and paginated in the format of 1, 2, 3, 4…………………… |  |
| **Tenderers must submit evidence of each of the above Mandatory requirement** | | |

**MANDATORY TECHNICAL EVALUATION CRITERIA**

|  |  |  |
| --- | --- | --- |
| **No.** | **Technical Requirement** | **Technical Description Response of Bidder** |
| MTR1 | Provide **Insurance Policy covering fire, burglary/theft on third party vehicles OR**  Must be approved by the Ministry of Transport and Infrastructure |  |
| MTR2 | Reference Letters with Names with full contact as well as physical addresses of current customers of similar services from at least three (3) customers with a fleet over 50 motor vehicles. |  |
| MTR3 | Security: Must submit evidence each of the following;   1. Perimeter Wall, 2. Security guards, 3. CCTV installation, 4. Alarm system and 5. fire-fighting equipment |  |
| MTR4 | Must Confirm evidence of the following W/Shop tools and Equipment (State the number for each of the tools / equipment):   1. Tool boxes 2. Arc welding Machine 3. Gas welding equipment 4. Trolley jack 5. Safety stands 6. Greasing equipment 7. Spray painting equipment 8. Inspection/ramp pit 9. Engine hoist |  |
| MTR5 | Human Resources Capabilities (Technical staff and qualifications).   * **Motor Mechanics**: Provide at least Two (2) CVs and certificates for technical staff with certification in motor vehicle mechanics. * **Motor Electrician**: Provide at least Two (2) CVs and certificates for technical staff with certification in Motor Electrical’ * **Body works**: Provide at least Two (2) CV’s and certificates for technical staff with certification in Panel beating and body works |  |
| MTR6 | Provide evidence of physical presence in one or more of the following Towns / Regional offices as per the table below. |  |
| MTR7 | Duly filled form for commitment on warranty |  |
| MTR8 | Audited financial report (last two (2) years, 2023 and 2022)  Average Annual Turn-over  Minimum Average Annual Turn-over of Kes 2,000,000 For each year  Or  Evidence of Financial Resources  (Cash in hand, lines of credit, over draft facility etc.)   1. Kenya Shillings 2,000,000 and above |  |

**Note: The following have been waived from the requirements.**

1. **Bid security has been replaced with Tender Securing Declaration**
2. **Manufacturer Authorization has been waived**
3. **Number of personnel has been reduced from Four to TWO**

**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 the tender document.

Tenderer:…………………………………………………………………………….

Signed:……………………………………………………………………………….

Dated:………………………………………………………………………………..

Stamp …………………………………………………………………………………