



**Kenya Bureau of  
Standards**

Standards for Quality life

Our Ref: **KEBS/T026/2023/2024**

**27<sup>TH</sup> March, 2024**

M/s

Dear Sir,

**ADDENDUM NO.1 TO TENDER NO. KEBS/T026/2023/2024 FOR PROVISION OF STAFF MEDICAL INSURANCE COVER 2024/2025**

The following amendments are made to the specified provisions of the Tender document for the Provision of Staff Medical Insurance Cover 2023/2024

**1. RELATIONSHIP WITH THE PRINCIPAL TENDER DOCUMENT**

Save where expressly amended by the terms of this Addendum, the Principal Tender Document shall continue to be in full force and effect.

The provisions of this Addendum shall be deemed to have been incorporated in and shall be read as part of the Principal Tender Document.

**2. MARGIN OF PREFERENCE AND RESERVATIONS OF TENDER**

Under preference and reservations ITT 34.2 has been amended to include AGPO Groups in the TDS.

**3. TECHNICAL EVALUATION CRITERIA FOR BROKERS**

The above evaluation criteria for brokers has been amended as follows:

<b>TECHNICAL EVALUATION CRITERIA FOR BROKERS</b>	<b>GUIDING NOTES</b>	<b>SCORE</b>
<b>Specific experience of the bidder related to the assignment</b>		<b>Points</b>
<b>General Experience</b>	Submission of a detailed company profile showing directorship and minimum 10years of experience in medical Insurance province <b>(5marks)</b>	<b>5</b>
<b>Qualification of proposed staff</b>	At least (3) three key staff must be qualified ACII / Diploma from any college of insurance or equivalent and proof of a scheme relationship manager. Attach cv and certificates	<b>15</b>
<b>Specific experience</b>	Provide a list of five corporate clients with at least 100 million Attach letters of recommendation addressed to	<b>15</b>

	the KEBS Managing Director (Each 5marks)	
<b>Preference and Reservation for Youth, Women and Persons with disability</b>	Attach Valid AGPO (Access to government procurement opportunities) certificate.	<b>10</b>
<b>Provide Service level agreement</b>	<ul style="list-style-type: none"> <li>• <b>Technical approach and methodology (2marks)</b></li> <li>• <b>Work plan or schedule of activities (2marks)</b></li> <li>• <b>Care management (2marks)</b></li> <li>• <b>call Centre 24 hrs (2marks)</b></li> <li>• <b>Submission of reports (2marks)</b></li> </ul>	<b>20</b>
<b>Financial capacity</b>	The Proposed underwriters must have made profits for the last three years i.e 2020/2021,2021/2022 and 2022/2023. Attach insurance industry annual report for 2021, 2022 ,2023 from IRA	<b>20</b>
<b>Audited Accounts</b>	Provide Audited Annual Financial statements for 2021/2022 and 2022/2023  Current ratio above 2:1 <b>(15 marks)</b>  Current ratio between 1.5: to 1 <b>(5 marks)</b>  Current ratio below 1:1 <b>(0 marks)</b>	<b>15</b>
<b>GRAND TOTAL</b>		<b>100</b>
<b>PASS MARK 80/100 to proceed to financial evaluation.</b>		

All the other terms and conditions remain as per the tender document.



Jane Ndinya  
CHIEF MANAGER SUPPLY CHAIN