



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

2nd April, 2024

M/s

Dear Sir,

ADDENDUM NO.2 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. MANDATORY REQUIREMENTS OF TENDER

The above mandatory requirements have been amended as follows:

ITEM	MANDATORY REQUIREMENT (MR TO BE MET BY THE INSURANCE MEDICAL SERVICE PROVIDERS)	CLARIFICATION
MR.20	Brokers must submit their underwriters authorization with copy of current Reinsurance slip	Brokers to attach for underwriter authorization reinsurance slip
MR. 23	Underwriters Must have done annual gross premiums in the previous financial year 2022/2023 of at least Kshs.1.5 billion on medical services only. Attach evidence	This requirement remains, kindly adhere to the requirement.
MR.24	Must provide a list of Three (3) Corporate entities each having an average premium totaling Ksh. 450,000,000 in the previous two years that is 2022/2023. Attach copies of award Notification and Contracts and recommendation letters. Both underwriters and (brokers MIP)	This requirement remains, and Brokers to attach reference letters for the underwriter they have handling.
MR. 25	Attach reference letters from the Five clients above. Two (2) of whom must have at least a premium of Kshs.150,000,000 and the other Three(3) at least kshs.100,000,000	This requirement remains and the brokers to provide for their underwriter.
MR. 26	Must have countrywide coverage with proof of valid business permits in the major towns. The coverage must include major towns: Nairobi, Mombasa, Kisumu, Nakuru and Eldoret, also other towns where KEBS is located.	Kebs must have a representation and the service provider must have footprint in all areas Kebs is present, for Brokers their Underwriter must have presence as indicated

MR. 27	Underwriters Must submit a copy of the audited accounts for the last two years i.e. 2021/2022, and 2022/2023. must have done a positive profit in the last (2) two years.	This requirement remains as advertised,
MR. 28	Brokers Must submit a copy of the audited accounts for the last two years i.e. 2021/2022 and 2022/2023. Must attach proof from IRA extracts of the audited books and must have done a positive profit in the last (2) two years 2021/2022 and 2022/2023	Brokers to provide audited books for the last 2(Two) years.
MR.32	Provide evidence for medical re-insurance treaties for 2024 from IRA Brokers MIP's	Brokers to attach Underwriter Reinsurance slips.

3. TECHNICAL EVALUATION CRITERIA FOR UNDERWRITERS

The above technical evaluation criteria for underwriters on page 28 has been amended as follows:

1.1 Technical Evaluation Criteria for Underwriters.

TECHNICAL EVALUATION CRITERIA	GUIDING NOTES	SCORE	CLARIFICATION
Specific experience of the bidder related to the assignment these Evidence must be attached		points	
Qualification of proposed staff	<p><i>Provide five (5) key professional staff with specific portfolio with the following minimum qualification and experience</i></p> <ul style="list-style-type: none"> • <i>Three key management/administrator a degree in insurance/actuarial science or equivalent who must be an associate of the chartered insurance Institute with at least five years experience.(3marks)</i> • <i>Two principal officers who must have a diploma in insurance from chartered insurance institute with five years' experience.(2marks)</i> <p><i>Clear list of staff and CVs of Key management staff (attach CV)</i></p>	5	This requirement remains, and each principal to be awarded one (1) mark each.

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

Jane Ndinya

CHIEF MANAGER SUPPLY CHAIN