



REPUBLIC OF KENYA
THE NATIONAL TREASURY AND PLANNING

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Ref: TNT/014/2020 – 2021 (12)

THE NATIONAL TREASURY
P.O. BOX 30007 – 00100
NAIROBI

13th November, 2020

To: All Bidders

REF: TENDER FOR LEASING OF MOTOR VEHICLES (PHASE VI)
TENDER NO. TNT/014/2020-2021: ADDENDUM 2

The National Treasury has issued the attached addendum to the Tender for Leasing of Motor Vehicles (Phase VI) following requests from interested bidders.

S/No	Request	Clarification
1.	We are requesting for consideration for an extension of the submission date of 17 th November, 2020 to enable finalization of the bid documents	The closing/opening date of 17 th November, 2020 has been extended by 7 days to close/open on Tuesday, 24 th November, 2020 at 11.00am.
2.	i. We seek clarification on issuance of CV's indicating qualifications of personnel within the service network ii. Does the tender require detailed CV's of individual personnel or just a list of the personnel with their qualifications and experience considering it is a very long list and individual CV's could be extremely bulky.	Required attachments would be list of the service centres together with list of the personnel with their qualifications and experience. Note that any information provided shall be authenticated by the procuring entity.
3.	We would like to request for clarification as below: For Lot 9 (page 154), specification 7(b) reads "To seat at least 8 adults (including driver) comfortably". All Heavy Duty Utility Passenger Vehicles have a capacity of 7 passengers including driver (Driver and 1 passenger at the front, 3 passengers in the middle and 2 passengers at the rear (the rear space is	The specification is correct; "To seat at least 8 adults (including driver) comfortably".

	<p>constrained by wheel arches so cannot accommodate 3 passengers like the middle for all models in this class).</p> <p>This is therefore to request you to kindly review and amend this clause.</p>	
4.	<p>On the notes on page 21 of the tender document which state that “All copies to be certified by commissioner of Oaths”</p> <p>Kindly clarify if it is the copies of the mandatory requirements or the 5 copies to be submitted that should be certified by the commissioner of Oaths. And if it’s the 5 copies to be certified, is the certification required for every page?</p>	<p>There are specific certificates that require certification and not the copies of the whole Tender Document. The documents are clearly specified under the mandatory requirements on page 21.</p> <p>Certification is not required for every page.</p>
5.	<p>Are bidders bound to stick with the body builder/s in their tender or can they change post tender award should the body builder/s be found to be incapacitated in any form?</p>	<p>Yes.</p> <p>Any change shall constitute change of contractual terms which must have prior written consent by the Procuring Entity.</p>
6.	<p>Schedule B (page 65-66) – “Vehicle Lease Schedule” – should this be submitted with the tender or it will be submitted post tender award?</p>	<p>Yes, Vehicle Lease Schedule should be submitted with the bid documents.</p>
7.	<p>Schedule A (page 64) : Lease Pricing Schedule – Should the price schedule be per unit or per lot?</p>	<p>Price schedule shall contain the total amount for the LOT.</p>
8.	<p>We seek further clarification on Addendum of 5th Nov 2020 page 4, item 6 regarding the “Provisional sum for monitoring and Evaluation” –</p> <p>The provisional amounts totalling Kes 300,000,000, is this per lot or for the entire tender?</p> <p>a. How will the amount be apportioned? b. Will the bidder pay for the apportioned amount?`</p>	<p>The Provisional sum for Monitoring and Evaluation shall not form part of the Price schedule.</p> <p>The provisional sum shall be for the entire tender.</p> <p>The amount shall be shared on pro-rata basis based on the awarded amount and once utilised reimbursements shall be made on actual expenditure incurred.</p>

9.	Is there any special format for Power of Attorney nominees in response to the tender? If so, kindly share	There is no specific form for the power of attorney. Kindly contact your attorneys for guidance
10.	On the mandatory conditions – Referring to page 21 of subject tender document and nos. 10 and 11. Formats of the respective self- declaration forms have not been given in the tender document. Please clarify.	<p>The following documents are attached to this addendum</p> <p>a. Self-Declaration Form that the Tenderer is Not Debarred by Public Procurement Review Authority (PPRA).</p> <p>b. Self-Declaration form that the Tenderer will not engage in any Corrupt or Fraudulent Practice.</p>

All the other terms and conditions remain the same.



**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES
FOR: PRINCIPAL SECRETARY / NATIONAL TREASURY**

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11 SELF DECLARATION FORMS - DEBARRED

(r.47)

FORM SD1

SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.

I,, of Post Office Box
being a resident ofin the Republic
of..... do hereby make a statement as follows: -

1. THAT I am the Company Secretary/ Chief Executive/Managing Director/Principal Officer/Director of(insert name of the Company) who is a Bidder in respect of Tender No. for (insert tender title/description) for(insert name of the Procuring entity) and duly authorized and competent to make this statement.

Kenya Subsidiary Legislation, 2020

- 2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
- 3. THAT what is deponed to hereinabove is true to the best of my knowledge, information and belief.

.....
(Title) (Signature) (Date)

Bidder Official Stamp

FORM SD2

**SELF DECLARATION FORMS - CORRUPT OR FRAUDULENT PRACTICE
SELF DECLARATION THAT THE PERSON/ TENDERER WILL NOT ENGAGE IN
ANY CORRUPT OR FRAUDULENT PRACTICE**

I, of P. O. Box being a resident of in the Republic of do hereby make a statement as follows: -

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of (insert name of the Company) who is a Bidder in respect of Tender No. for (insert tender title/description) for(insert name of the Procuring entity) and duly authorized and competent to make this statement, Kenya Subsidiary Legislation, 2020

2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of (insert name of the Procuring entity) which is the procuring entity.

3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of (name of the procuring entity)

4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender

5. THAT what is deponed to hereinabove is true to the best of my knowledge information and belief.

.....
(Title) (Signature) (Date)

Bidder's Official Stamp