

CLARIFICATION/ADDENDUM “SET 2”
KRA/HQS/NCB-004/2024-2025: PROVISION OF INSURANCE BROKERAGE SERVICES FOR KRA STAFF AND ASSETS FOR A PERIOD OF TWO (2) YEARS

Kenya Revenue Authority wishes to inform prospective bidders of the amendments detailed below for the above tender.

No	Clarification	KRA Response
1.	<p>Mandatory/ Preliminary Evaluation Insurance Broker- Note</p> <p>Note: Ineligibility: KRA previous experience with both Insurer and Brokers shall be considered where applicable. Record of unsatisfactory performance or default in performance obligations in any previous contract for the same services shall be taken into consideration, and bidder shall not be eligible to participate.</p> <p>Kindly clarify as to whether or not the brokers should be penalized for failure of the underwriters to honour the claims in time</p>	<p>Bidders are advised that;</p> <ol style="list-style-type: none"> 1. KRA will take into consideration past performance of the Brokers in execution of their duties post contract sign off. 2. KRA will take into consideration past performance of the Underwriters in execution of their duties post contract sign off.
2.	<p>Vendor Evaluation (underwriters) no. 3</p> <p>Experience in handling Government agencies, Parastatals and large corporates. Provide a list of five (5) previous/current clients (as per Table 2) indicating annual premiums underwritten, evidenced by LSO's and contracts for each client. The premium underwritten per client in general insurance excluding medical and group life should be a minimum of Kshs. 70,000,000 per annum over the last three (3) years</p> <p>c) Five (5) Copies of LSO's and contracts from the five (5) clients (note: Award letters shall not be accepted) – 2 marks each</p> <p>d) Attach five (5) recommendation letters from the five (5) clients listed above – 2 marks each</p> <p>The recommendation letters should be</p>	<p>This criterion remains unchanged.</p> <p>Based on the size of our portfolio, an Underwriter's experience in servicing large corporates is key to the Authority.</p>





<p>addressed to Deputy Commissioner Supply Chain Management ,KRA, and should be dated within the last two (2) months from the tender closing date.</p> <p>We are requesting an addendum on Vendor Evaluation (underwriters) no. 3; amending the requirement as follows;</p> <p>Premium excluding medical and group life to read excluding medical only Annual premium revised from Kshs. 70,000,000 to Kshs. 50,000,000</p>	<p style="text-align: right;">ISO 9001:2015 CERTIFIED</p>
<p>3. Mandatory Requirements for Underwriters No.12: The underwriter should not have unresolved case(s)/ claim(s) in its performance obligations reported to IRA, outstanding for more than one year from any client. This should be evidenced by a confirmation letter from the Insurance Regulatory Authority and the annual Publications from IRA.</p> <p>We wish to seek clarification on whether KRA requires the Underwriter to not have unresolved cases(s)/ claim(s) in its performance obligations reported to IRA from KRA only or from any Client.</p> <p>Please note prior queries to the regulator have gone unanswered and noting the tender timelines, the same may not be received before tender closure. Can we do an Underwriter declaration subject to confirmation with IRA.</p>	<p>Bidders are advised that the criterion has been amended to read:</p> <p>"Underwriter to submit a signed declaration that they do not have unresolved case(s)/ claim(s) in its performance obligations reported to IRA by any client, which are outstanding for more than one year"</p>

The clarification form part of the bidding document and is binding to the bidder. All other terms and conditions of the tender remain the same. You are therefore required to immediately acknowledge the receipt of this addendum.

Regards,

Dominic Oporo, HSC

FOR: DEPUTY COMMISSIONER - SUPPLY CHAIN MANAGEMENT