



The Kenya Power & Lighting Co. Ltd.  
Central Office – P.O. Box 30099, Nairobi, Kenya  
Telephone – 254-02-3201000  
Fax No. 254-02-3201889  
Stima Plaza, Kolobot Road

Our Ref: **KP1/9A.2/OT/063/CS/23-24/JM/mm**

**19<sup>th</sup> February, 2024**

**M/s .....**

Dear Sir/Madam,

**ADDENDUM NO. I TO THE TENDER FOR PROVISION OF DEBT COLLECTION SERVICES UNDER TENDER NO. KP1/9A.2/OT/063/CS/23-24**

The following clarifications are made to the specified provisions of the Tender document.

**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. SECTION II– TENDER DATA SHEET (TDS)**

Bidders are notified that amendment has been made in the following clauses:-

|               |   |
|---------------|---|
| <b>ITT 43</b> | <b>Award Criteria</b><br><i>Award shall be made as follows</i> <ol style="list-style-type: none"><li><i>1. A bidder can only qualify for a maximum of two lots.</i></li><li><i>2. Award shall be to the bidder with the lowest rate, and once they are fully allocated, the allocation shall be made to the next lowest bidder, until all the lots are exhausted.</i></li><li><i>3. In case of any unallocated lots, they shall revert to the lowest bidder's no.1 above notwithstanding and allocate as indicated in no. 2 above.</i></li><li><i>4. Kenya Power shall, however consider the rate of award up to the predetermined internal rate of collection.</i></li></ol> |
|---------------|---|

## ITT 47.1

## Performance Bond shall be as follows:

| Lot    | County             | Debt Amount    | Performance Bond amount |
|--------|--------------------|----------------|-------------------------|
| Lot 1  | NAIROBI SOUTH      | 594,000,000.00 | 300,000.00              |
| Lot 2  | NAIROBI NORTH      | 532,600,000.00 | 300,000.00              |
| Lot 3  | MOMBASA            | 301,700,000.00 | 300,000.00              |
| Lot 4  | NAIROBI WEST       | 242,000,000.00 | 200,000.00              |
| Lot 5  | KIAMBU             | 217,000,000.00 | 110,000.00              |
| Lot 7  | MACHAKOS           | 180,000,000.00 | 90,000.00               |
| Lot 8  | KISUMU             | 144,000,000.00 | 72,000.00               |
| Lot 9  | KILIFI             | 131,000,000.00 | 65,000.00               |
| Lot 10 | NAKURU             | 124,000,000.00 | 62,000.00               |
| Lot 11 | MIGORI             | 69,000,000.00  | 35,000.00               |
| Lot 12 | KAJIADO            | 63,000,000.00  | 31,000.00               |
| Lot 13 | KISII              | 61,000,000.00  | 30,000.00               |
| Lot 14 | BUNGOMA            | 57,000,000.00  | 30,000.00               |
| Lot 15 | KAKAMEGA           | 53,000,000.00  | 26,000.00               |
| Lot 16 | MERU               | 52,000,000.00  | 26,000.00               |
| Lot 17 | NYERI              | 48,000,000.00  | 24,000.00               |
| Lot 18 | HOMABAY            | 39,000,000.00  | 20,000.00               |
| Lot 19 | KERICHO            | 38,000,000.00  | 20,000.00               |
| Lot 20 | MURANGA            | 35,000,000.00  | 20,000.00               |
| Lot 21 | NYANDARUA          | 34,000,000.00  | 20,000.00               |
| Lot 22 | BUSIA              | 31,000,000.00  | 20,000.00               |
| Lot 23 | UASIN GISHU        | 29,000,000.00  | 20,000.00               |
| Lot 24 | KWALE              | 29,000,000.00  | 20,000.00               |
| Lot 25 | VIHIGA             | 28,000,000.00  | 20,000.00               |
| Lot 26 | NAROK              | 25,000,000.00  | 20,000.00               |
| Lot 27 | TRANS NZOIA        | 22,000,000.00  | 20,000.00               |
| Lot 28 | SIAYA              | 22,000,000.00  | 20,000.00               |
| Lot 29 | KIRINYAGA          | 20,000,000.00  | 20,000.00               |
| Lot 30 | NANDI              | 18,000,000.00  | 20,000.00               |
| Lot 31 | NYAMIRA            | 17,000,000.00  | 20,000.00               |
| Lot 32 | GARISSA            | 17,000,000.00  | 20,000.00               |
| Lot 33 | LAIKIPIA           | 17,000,000.00  | 20,000.00               |
| Lot 34 | BOMET              | 14,000,000.00  | 20,000.00               |
| Lot 35 | EMBU               | 14,000,000.00  | 20,000.00               |
| Lot 6  | ELGEYO<br>MARAKWET | 9,000,000.00   | 20,000.00               |
| Lot 36 | MARSABIT           | 8,000,000.00   | 20,000.00               |
| Lot 37 | BARINGO            | 7,000,000.00   | 20,000.00               |
| Lot 38 | KITUI              | 7,000,000.00   | 20,000.00               |
| Lot 39 | TAITA TAVETA       | 5,000,000.00   | 20,000.00               |
| Lot 40 | MAKUENI            | 5,000,000.00   | 20,000.00               |
| Lot 41 | WEST POKOT         | 3,000,000.00   | 20,000.00               |
| Lot 42 | ISIOLO             | 3,000,000.00   | 20,000.00               |

|        |               |              |           |
|--------|---------------|--------------|-----------|
| Lot 43 | WAJIR         | 3,000,000.00 | 20,000.00 |
| Lot 44 | SAMBURU       | 3,000,000.00 | 20,000.00 |
| Lot 45 | TURKANA       | 1,800,000.00 | 20,000.00 |
| Lot 46 | THARAKA NITHI | 1,500,000.00 | 20,000.00 |
| Lot 47 | MANDERA       | 1,200,000.00 | 20,000.00 |
| Lot 48 | TANA RIVER    | 1,000,000.00 | 20,000.00 |
| Lot 49 | LAMU          | 1,000,000.00 | 20,000.00 |

### 3. SECTION III- EVALUATION AND QUALIFICATION CRITERIA

2.1.1. **Scoring Part:** The following key attributes has been amended as follows:

|   |  |    |
|---|--|----|
| 4 | <p><b>Key competences (demonstrating key employees and qualifications on debt collection and a related profession).</b></p> <p>i) Credit Manager – <b>(Total 15Marks)</b></p> <p>a) -Business Related Degree <b>(5marks)</b></p> <p>b) Recognized professional credit management certificate. <b>(5marks)-</b></p> <p>c) Membership to Recognized professional Body - ICPAK,LSK , Auctioneers Licensing Board <b>(5Marks)</b><br/>(Proof through Certificate/ Registration Certificate/ Practicing license</p> <p>ii) Credit Officers-at least 5 officers with accredited/recognized professional management certificate. <b>(2marks each) – (Total 10marks)</b></p> | 25 |
|---|--|----|



#### 4. SECTION IV – TENDERING FORMS

i. Schedule of prices form has been amended as follows:

| <b>Lot</b> | <b>County</b>      | <b>Debt Amount</b> | <b>COMMISSION<br/>RATE</b> | <b>COMMISSION<br/>RATE(%) VAT<br/>INCLUSIVE</b> |
|------------|--------------------|--------------------|----------------------------|---|
| Lot 1      | NAIROBI SOUTH      | 594,000,000.00     |                            |   |
| Lot 2      | NAIROBI NORTH      | 532,600,000.00     |                            |   |
| Lot 3      | MOMBASA            | 301,700,000.00     |                            |   |
| Lot 4      | NAIROBI WEST       | 242,000,000.00     |                            |   |
| Lot 5      | KIAMBU             | 217,000,000.00     |                            |   |
| Lot 6      | ELGEYO<br>MARAKWET | 190,000,000.00     |                            |   |
| Lot 7      | MACHAKOS           | 180,000,000.00     |                            |   |
| Lot 8      | KISUMU             | 144,000,000.00     |                            |   |
| Lot 9      | KILIFI             | 131,000,000.00     |                            |   |
| Lot 10     | NAKURU             | 124,000,000.00     |                            |   |
| Lot 11     | MIGORI             | 69,000,000.00      |                            |   |
| Lot 12     | KAJIADO            | 63,000,000.00      |                            |   |
| Lot 13     | KISII              | 61,000,000.00      |                            |   |
| Lot 14     | BUNGOMA            | 57,000,000.00      |                            |   |
| Lot 15     | KAKAMEGA           | 53,000,000.00      |                            |   |
| Lot 16     | MERU               | 52,000,000.00      |                            |   |
| Lot 17     | NYERI              | 48,000,000.00      |                            |   |
| Lot 18     | HOMABAY            | 39,000,000.00      |                            |   |
| Lot 19     | KERICHO            | 38,000,000.00      |                            |   |
| Lot 20     | MURANGA            | 35,000,000.00      |                            |   |
| Lot 21     | NYANDARUA          | 34,000,000.00      |                            |   |
| Lot 22     | BUSIA              | 31,000,000.00      |                            |   |
| Lot 23     | UASIN GISHU        | 29,000,000.00      |                            |   |
| Lot 24     | KWALE              | 29,000,000.00      |                            |   |
| Lot 25     | VIHIGA             | 28,000,000.00      |                            |   |

|        |               |                         |  |  |
|--------|---------------|-------------------------|--|--|
| Lot 26 | NAROK         | 25,000,000.00           |  |  |
| Lot 27 | TRANS NZOIA   | 22,000,000.00           |  |  |
| Lot 28 | SIAYA         | 22,000,000.00           |  |  |
| Lot 29 | KIRINYAGA     | 20,000,000.00           |  |  |
| Lot 30 | NANDI         | 18,000,000.00           |  |  |
| Lot 31 | NYAMIRA       | 17,000,000.00           |  |  |
| Lot 32 | GARISSA       | 17,000,000.00           |  |  |
| Lot 33 | LAIKIPIA      | 17,000,000.00           |  |  |
| Lot 34 | BOMET         | 14,000,000.00           |  |  |
| Lot 35 | EMBU          | 14,000,000.00           |  |  |
| Lot 36 | MARSABIT      | 8,000,000.00            |  |  |
| Lot 37 | BARINGO       | 7,000,000.00            |  |  |
| Lot 38 | KITUI         | 7,000,000.00            |  |  |
| Lot 39 | TAITA TAVETA  | 5,000,000.00            |  |  |
| Lot 40 | MAKUENI       | 5,000,000.00            |  |  |
| Lot 41 | WEST POKOT    | 3,000,000.00            |  |  |
| Lot 42 | ISIOLO        | 3,000,000.00            |  |  |
| Lot 43 | WAJIR         | 3,000,000.00            |  |  |
| Lot 44 | SAMBURU       | 3,000,000.00            |  |  |
| Lot 45 | TURKANA       | 1,800,000.00            |  |  |
| Lot 46 | THARAKA NITHI | 1,500,000.00            |  |  |
| Lot 47 | MANDERA       | 1,200,000.00            |  |  |
| Lot 48 | TANA RIVER    | 1,000,000.00            |  |  |
| Lot 49 | LAMU          | 1,000,000.00            |  |  |
|        | <b>Total</b>  | <b>3,558,800,000.00</b> |  |  |

## ii. Form of Tender

The Form of Tender has been amended to include the commission rate (percentage) offered by Tenderers and is annexed hereto as **Appendix 1**.

## **5. SECTION V - SCHEDULE OF REQUIREMENTS**

The schedule of requirements has been amended as follows:

| <b>Lot</b> | <b>County</b>   | <b>Debt Amount</b> |
|------------|-----------------|--------------------|
| Lot 1      | NAIROBI SOUTH   | 594,000,000.00     |
| Lot 2      | NAIROBI NORTH   | 532,600,000.00     |
| Lot 3      | MOMBASA         | 301,700,000.00     |
| Lot 4      | NAIROBI WEST    | 242,000,000.00     |
| Lot 5      | KIAMBU          | 217,000,000.00     |
| Lot 6      | ELGEYO MARAKWET | 190,000,000.00     |
| Lot 7      | MACHAKOS        | 180,000,000.00     |
| Lot 8      | KISUMU          | 144,000,000.00     |
| Lot 9      | KILIFI          | 131,000,000.00     |
| Lot 10     | NAKURU          | 124,000,000.00     |
| Lot 11     | MIGORI          | 69,000,000.00      |
| Lot 12     | KAJIADO         | 63,000,000.00      |
| Lot 13     | KISII           | 61,000,000.00      |
| Lot 14     | BUNGOMA         | 57,000,000.00      |
| Lot 15     | KAKAMEGA        | 53,000,000.00      |
| Lot 16     | MERU            | 52,000,000.00      |
| Lot 17     | NYERI           | 48,000,000.00      |
| Lot 18     | HOMABAY         | 39,000,000.00      |
| Lot 19     | KERICHO         | 38,000,000.00      |
| Lot 20     | MURANGA         | 35,000,000.00      |
| Lot 21     | NYANDARUA       | 34,000,000.00      |
| Lot 22     | BUSIA           | 31,000,000.00      |
| Lot 23     | UASIN GISHU     | 29,000,000.00      |
| Lot 24     | KWALE           | 29,000,000.00      |
| Lot 25     | VIHIGA          | 28,000,000.00      |
| Lot 26     | NAROK           | 25,000,000.00      |
| Lot 27     | TRANS NZOIA     | 22,000,000.00      |
| Lot 28     | SIAYA           | 22,000,000.00      |
| Lot 29     | KIRINYAGA       | 20,000,000.00      |
| Lot 30     | NANDI           | 18,000,000.00      |
| Lot 31     | NYAMIRA         | 17,000,000.00      |
| Lot 32     | GARISSA         | 17,000,000.00      |
| Lot 33     | LAIKIPIA        | 17,000,000.00      |
| Lot 34     | BOMET           | 14,000,000.00      |
| Lot 35     | EMBU            | 14,000,000.00      |
| Lot 36     | MARSABIT        | 8,000,000.00       |
| Lot 37     | BARINGO         | 7,000,000.00       |
| Lot 38     | KITUI           | 7,000,000.00       |
| Lot 39     | TAITA TAVETA    | 5,000,000.00       |
| Lot 40     | MAKUENI         | 5,000,000.00       |



|        |               |                         |
|--------|---------------|-------------------------|
| Lot 41 | WEST POKOT    | 3,000,000.00            |
| Lot 42 | ISIOLO        | 3,000,000.00            |
| Lot 43 | WAJIR         | 3,000,000.00            |
| Lot 44 | SAMBURU       | 3,000,000.00            |
| Lot 45 | TURKANA       | 1,800,000.00            |
| Lot 46 | THARAKA NITHI | 1,500,000.00            |
| Lot 47 | MANDERA       | 1,200,000.00            |
| Lot 48 | TANA RIVER    | 1,000,000.00            |
| Lot 49 | LAMU          | 1,000,000.00            |
|        | <b>Total</b>  | <b>3,558,800,000.00</b> |


The Debt Collection Services shall be within a period of two (2) years.

#### **6. TENDER CLOSING DATE**

The tender closing date remains the same as Tuesday **05<sup>th</sup> March 2024** at **10.00am**

Yours faithfully,

For: **THE KENYA POWER & LIGHTING CO. PLC**



**DR. JOHN NGENO, OGW**  
**GENERAL MANAGER, SUPPLY CHAIN & LOGISTICS**

