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Our Ref: KP2/9A/OT/NS/TPT/002/24-25/JM/sm

19th June, 2025

M/s

Dear Sir/Madam,

ADDENDUM NO. 1 - TENDER NO. KP2/9A/OT/NS/TPT/002/24-25 -THREE (3) YEAR CONTRACT FOR SUPPLY OF FLEET REPAIRS AND MAINTENANCE SERVICES FROM THIRD PARTY GARAGES IN NAIROBI REGION.

The following amendments 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. CLARIFICATION TO THE INTERESTED BIDDERS.

Bidders are required to note the following.

- i) On the details of Vehicle Services **A,B,& C** as per KPLC requirements , it was noted that the schedule of Requirement for **Service A** was missing in the tender document hence need to include it .

3. SECTION V - ACTIVITY SCHEDULE-.(MOTOR VEHICLE SERVICE REQUIREMENT)

A revised Activity Schedule for Motor Vehicle Service requirement is attached as an **Appendix - I** .

4. **DEADLINE FOR SUBMISSION OF TENDER**

The tender closing date has been extended from 23rd June, 2025 at 11.00 am to 26th June, 2025 at 11.00 am .Tender shall be opened at 11.30 am thereafter.

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

Yours faithfully,

For: KENYA POWER & LIGHTING COMPANY LIMITED.



HAROUN OTIENO.

Ag. GENERAL MANAGER, SUPPLY CHAIN & LOGISTICS

APPENDIX I

KENYA POWER MOTOR VEHICLE SERVICE - CHECK LIST				
KP SERVICE A - EVERY 5,000 KMS				
ENGINE COMPARTMENT		STATUS	ACTION	COMMENT
1	Replace engine oil			
2	Replace oil filter (Genuine parts only)			
3	Check & clean air filter/element			
4	Check & Clean aircon/pollen element/filter			
5	Inspect pre-fuel filter			
6	Inspect idle speed and acceleration			
7	Inspect for any damages to fuel tank cap and fuel line			
8	Inspect damage to or looseness in exhaust pipe,exhaust brake			
9	Inspect cooling and heater system, hoses and Clamps, radiator, radiator cap, expansion tank			
10	Inspect damage to air intake ducts and hoses			
11	Inspect battery acid level, cables and terminals (remedy as necessary)			
12	Inspect tension and condition of drive belts			
13	Inspect clutch fluid level(Top up if necessary)			
14	Inspect brake system fluid leaks & level (Top up if necessary)			
15	Inspect power steering oil leaks and fluid level(Top up if necessary)			
16	Inspect power steering system hoses & mountings (looseness/damage)			
17	Inspect steering wheel free play			
18	Check front and rear crankshaft/camshaft seal leakages			
OTHER SYSTEMS				
1	Inspect condition of tyres and tyre pressures(indicate pressure below)			
2	Inspect for wheel alignment related tyre wear			
3	Inspect wheel cylinders, wheel bearings, swivel bearings, drive shafts			
4	Inspect CV joints, ball joints, tie rod ends, shock absorbers, springs, dust boots			
5	Inspect all suspension and shock bushes			
6	Check gear box, transfer & diff unit oil (Top up if necessary)			
7	Inspect front /rear differential oil(Top up if necessary)			
8	Inspect propeller shaft ,splines,universal joints,bearings and centre bearing (Lubricate where nessessary)			
9	Lubricate King pins			
10	Inspect exhaust system mountings			
11	Inspect foot brake operation,free travel and pedal bush			
12	Inspect clutch operation,free travel and pedal bush			
13	Inspect hand brake cable operation and ratchet			
14	Inspect handbrake shoe linings and drums for wear			
15	Inspect brake pipes,hoses and cables			
16	Inspect front and rear brake pads and discs or drums and linings			
17	Grease chassis points and all grease nipples			
18	Grease "U" joints			
19	Inspect steering linkages			
20	Tighten all suspension and chassis bolts			
21	Inspect body work for signs and rust			
22	Inspect engine, G/Box and body mountings			
23	Inspect gear lever and knob for looseness			
24	Tighten wheel nuts and bolts			
25	Grease wheel hub bearings			
26	Inspect condition of seats			
ELECTRICAL				
1	Inspect all Gauges/instruments, lights and switches and harness			
2	Inspect wiper blades and windscreen washers (Remedy as necessary)			
EXPECTED STATUS - OK, DEFECTIVE, REPLACE AT NEXT SERVICE (RNS)				
EXPECTED ACTIONS - OK, Replaced, Topped up, Adjusted, Quoted				
EXPECTED COMMENTS - OK, PENDING				
TYRE PRESSURE CHECKS		Acutal (psi)	Corrected (psi)	GOOD/WORN
1	FR Tyre pressure (PSI)			
2	FL Tyre pressure (PSI)			
3	RR Tyre pressure (PSI)			
4	RLTyre pressure (PSI)			
5	Spare tyre (S) pressure (PSI)			

KENYA POWER MOTOR VEHICLE SERVICE - CHECK LIST				
SERVICE B - EVERY 10,000 KMS				
ENGINE COMPARTMENT		STATUS	ACTION	COMMENT
1	Replace engine oil			
2	Replace oil filter (Genuine parts only)			
3	Replace fuel filter (Genuine parts only)			
4	Replace air filter/element (Genuine parts only)			
5	Replace spark plugs (Petrol vehicles) - (Genuine parts only)			
6	Check & Clean aircon/pollen element/filter (Replace if necessary)			
7	Inspect pre-fuel filter			
8	Inspect idle speed and acceleration			
9	Inspect for any damages to fuel tank cap and fuel line			
10	Inspect damage to or looseness in exhaust pipe, exhaust brake			
11	Inspect cooling and heater system, hoses and Clamps, radiator, radiator cap, expansion tank			
12	Inspect damage to air intake ducts and hoses			
13	Inspect battery acid level, cables and terminals (remedy as necessary)			
14	Inspect tension and condition of drive belts			
15	Inspect brake system fluid leaks & level (Top up if necessary)			
16	Inspect power steering oil leaks and fluid level (Top up if necessary)			
17	Inspect power steering system hoses & mountings (looseness/damage)			
18	Inspect clutch fluid level (Top up if necessary)			
19	Inspect steering wheel free play			
20	Inspect front and rear crankshaft/camshaft seal leakages			
OTHER SYSTEMS				
1	Inspect wheel cylinders, wheel bearings, swivel bearings, drive shafts			
2	Inspect CV joints, ball joints, tie rod ends, shock absorbers, springs, dust boots			
3	Check all suspension and shock bushes			
4	Inspect condition of tyres and tyre pressures (indicate pressure below)			
5	Inspect for wheel alignment related tyre wear			
6	Carry out a tyre rotation			
7	Inspect gear box and transfer oil (Top up if necessary)			
8	Inspect front /rear differential oil (Top up if necessary)			
9	Inspect propeller shaft, splines, universal joints, bearings and centre bearing (Lubricate where necessary)			
10	Lubricate King pins			
11	Inspect exhaust system mountings			
12	Inspect foot brake operation, free travel and pedal bush			
13	Inspect clutch operation, free travel and pedal bush			
14	Inspect hand brake cable operation and ratchet			
15	Inspect handbrake shoe linings and drums for wear			
16	Inspect brake pipes, hoses and cables			
17	Inspect front and rear brake pads and discs or drums and linings (Replace if necessary)			
18	Grease chassis points and all grease nipples			
19	Grease "U" joints			
20	Inspect steering linkages			
21	Tighten all suspension and chassis bolts			
22	Inspect body work for signs and rust			
23	Inspect engine, G/Box and body mountings (Change if necessary)			
24	Inspect gear lever and knob for looseness			
25	Grease wheel hub bearings			
26	Inspect condition of seats			
27	Tighten wheel nuts and bolts			
ELECTRICAL				
1	Inspect all Gauges/instruments, lights and switches and harness			
2	Inspect wiper blades and windscreen washers (remedy as necessary)			
EXPECTED STATUS - OK, DEFECTIVE, REPLACE AT NEXT SERVICE (RNS)				
EXPECTED ACTIONS - OK, Replaced, Topped up, Adjusted, Quoted				
EXPECTED COMMENTS - OK, PENDING				
TYRE PRESSURE CHECKS		Actual (psi)	Corrected (psi)	GOOD/WORN
1	FR Tyre pressure (PSI)			
2	FL Tyre pressure (PSI)			
3	RR Tyre pressure (PSI)			
4	RL Tyre pressure (PSI)			
5	Spare tyre (S) pressure (PSI)			

KENYA POWER MOTOR VEHICLE SERVICE - CHECK LIST				
KPLC SERVICE C - 40,000 KMS				
ENGINE COMPARTMENT		STATUS	ACTION	COMMENT
1	Replace engine oil			
2	Replace oil filter (Genuine parts only)			
3	Replace fuel filter (Genuine parts only)			
4	Replace air filter/element (Genuine parts only)			
5	Replace spark plugs (Petrol vehicles) - (Genuine parts only)			
6	Replace aircon cleaner/pollen element/filter			
7	Replace pre-fuel filter			
8	Inspect idle speed and acceleration			
9	Inspect damageness to fuel tank cap and fuel line			
10	Inspect damage to or looseness in exhaust pipe, exhaust brake			
11	Inspect cooling and heater system, hoses and Clamps, radiator, radiator cap, expansion tank			
12	Inspect damage to air intake ducts and hoses			
13	Inspect tightness and condition of radiator hoses			
14	Inspect battery acid level, cables and terminals (remedy as necessary)			
15	Replace drive belts - (Genuine parts only)			
16	Drain & Replace clutch fluid			
17	Drain & Replace power steering fluid level			
18	Inspect cooling and heater system, hoses and Clamps, radiator, radiator cap, expansion tank			
19	Drain & Replace brake fluid			
20	Drain & Replace Radiator coolant (organic coolant only)			
21	Inspect steering wheel free play			
22	Inspect wheel alignment			
23	Inspect front and rear crankshaft/camshaft seal leakages			
24	Inspect looseness/damage to power steering system mountings			
OTHER SYSTEMS				
1	Service wheel cylinders, wheel bearings, swivel bearings, drive shafts			
2	Inspect CV joints, ball joints, tie rod ends, shock absorbers, springs, dust boots			
3	Check all suspension and shock bushes			
4	Inspect condition of tyres and tyre pressures(indicate pressure below)			
5	Inspect for wheel alignment related tyre wear			
6	Carry out a tyre rotation			
7	Inspect engine and body mountings(Change if necessary)			
8	Drain & Change gear box and transfer oil			
9	Drain & Change front and rear differential oil			
10	Inspect propeller shaft, splines, universal joints, bearings and centre bearing (Lubricate as nessessary)			
11	Lubricate King pins			
12	Inspect exhaust system mountings			
13	Inspect foot brake operation, free travel and pedal bush			
14	Inspect clutch operation, free travel and pedal bush			
15	Inspect hand brake operation and ratchet			
16	Inspect handbrake shoe linings and drums for wear			
17	Inspect brake pipes, hoses and cables			
18	Inspect front and rear brake pads and discs or drums and linings(Replace if necessary)			
19	Grease chassis points and all grease nipples			
20	Grease "U" joints			
21	Inspect steering linkages			
22	Tighten all suspension and chassis bolts			
23	Inspect body work for signs and rust			
24	Inspect engine, G/Box and body mountings			
25	Inspect gear lever and knob for looseness			
26	Tighten wheel nuts and bolts			
27	Grease wheel hub bearings			
28	Inspect condition of seats			
ELECTRICAL				
1	Inspect all Gauges /instruments, lights and switches and harness			
2	Inspect wiper blades and windscreen washers (remedy as necessary)			
EXPECTED STATUS - OK, DEFECTIVE, REPLACE AT NEXT SERVICE (RNS)				
EXPECTED ACTIONS - OK, Replaced, Topped up, Adjusted, Quoted				
EXPECTED COMMENTS - OK, PENDING				
TYRE PRESSURE CHECKS		Actual (psi)	Corrected (psi)	GOOD/WORN
1	FR Tyre pressure (PSI)			
2	FL Tyre pressure (PSI)			
3	RR Tyre pressure (PSI)			
4	RL Tyre pressure (PSI)			
5	Spare tyre (S) pressure (PSI)			

KENYA POWER MOTORCYCLE SERVICE – CHECKLIST

SERVICE A – EVERY 3,000KMS:

ITEM	REMARKS	STATUS	ACTION	COMMENT
Spark plug	<ul style="list-style-type: none">• Check condition• Clean or replace if necessary			
Air filter	<ul style="list-style-type: none">• Clean• Replace if necessary			
Carburetor	<ul style="list-style-type: none">• Check idle speed/starter operation• Adjust if necessary			
Fuel line	<ul style="list-style-type: none">• Check fuel hose for cracks or damage• Replace if necessary			
Transmission oil	<ul style="list-style-type: none">• Check oil level/oil leakage• Correct if necessary• Replace every 24,000kms or 24months (warm engine before draining)			
Autolube pump	<ul style="list-style-type: none">• Check operation• Adjust if necessary• Bleed the air			
Front brake (disc)	<ul style="list-style-type: none">• Check operation/fluid leakage• Correct if necessary			
Front brake (drum)	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Rear brake	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Clutch	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Wheels	<ul style="list-style-type: none">• Check balance/damage/runout/spoke tightness• Replace if necessary			
Wheel bearings	<ul style="list-style-type: none">• Check bearing assembly for looseness/damage• Replace if damaged			
Front forks	<ul style="list-style-type: none">• Check operation/oil leakage• Repair if necessary			
Rear shock absorber	<ul style="list-style-type: none">• Check operation/oil leakage• Repair if necessary			
Drive chain	<ul style="list-style-type: none">• Check chain slack/alignment• Adjust if necessary• Clean and lube <p>NB: To be done every 500km</p>			
Fittings / fasteners	<ul style="list-style-type: none">• Check all chassis fittings & fasteners• Correct if necessary			
Battery	<ul style="list-style-type: none">• Check specific gravity• Check that the breather pipe is working properly• Correct if necessary			

KENYA POWER MOTORCYCLE SERVICE – CHECKLIST

SERVICE B – EVERY 9,000KMS:

ITEM	REMARKS	STATUS	ACTION	COMMENT
Spark plug	<ul style="list-style-type: none">• Check condition• Clean or replace if necessary			
Air filter	<ul style="list-style-type: none">• Replace			
Carburetor	<ul style="list-style-type: none">• Check idle speed/starter operation• Adjust if necessary			
Fuel line	<ul style="list-style-type: none">• Check fuel hose for cracks or damage• Replace if necessary			
Transmission oil	<ul style="list-style-type: none">• Check oil level/oil leakage• Correct if necessary• Replace every 24,000kms or 24months (warm engine before draining)			
Autolube pump	<ul style="list-style-type: none">• Check operation• Adjust if necessary• Bleed the air			
Front brake (disc)	<ul style="list-style-type: none">• Check operation/fluid leakage• Correct if necessary			
Front brake (drum)	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Rear brake	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Clutch	<ul style="list-style-type: none">• Check operation• Correct if necessary			
Rear arm pivot	<ul style="list-style-type: none">• Check rear arm assembly for looseness• Moderately repack every 24,000km or 24months			
Wheels	<ul style="list-style-type: none">• Check balance/damage/runout/spoke tightness• Replace if necessary			
Wheel bearings	<ul style="list-style-type: none">• Check bearing assembly for looseness/damage• Replace if damaged			
Steering bearing	<ul style="list-style-type: none">• Check bearing assembly for looseness• Moderately repack every 24,000km or 24months			
Front forks	<ul style="list-style-type: none">• Check operation/oil leakage• Repair if necessary			
Rear shock absorber	<ul style="list-style-type: none">• Check operation/oil leakage• Repair if necessary			
Drive chain	<ul style="list-style-type: none">• Check chain slack/alignment• Adjust if necessary• Clean and lube <p>NB: To be done every 500km</p>			
Fittings / fasteners	<ul style="list-style-type: none">• Check all chassis fittings & fasteners• Correct if necessary			
Battery	<ul style="list-style-type: none">• Check specific gravity• Check that the breather pipe is working properly• Correct if necessary			

