



National Government Constituencies Development Fund Board
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NG-CDF BOARD

REF:NG-CDFB/PROC/INS/01/24-25

15/11/2024


TO ALL BIDDERS


RE: ADDENDUM NO 1 TENDER NO: NG-CDFB/ONT/02/2024-2025
TENDER FOR PROVISION OF VARIOUS CATEGORIES OF INSURANCE
SERVICES

1. RELATIONSHIP WITH THE PRINCIPAL BID DOCUMENT


Save where expressly amended by terms of this Addendum, the principal Bid document shall continue to be in full force and effect. The provision of the Addendum shall be deemed to have been incorporated in and shall be read as part of the principal Bid Document.

S/NO	ITT/PAGE DESCRIPTIONS	REQUESTED CLARIFICATION	AMMENDMENTS
1	Pg 146	A bidder has requested the Procuring Entity to provide information regarding the family size under the medical group.	Category B (Grade 1) – 1 member + 4 dependents Category C (Grade 2) - 4 members + 15 dependents Category D (Grade 3-4) – 38 members + 138 dependents Category E (Grade 5) – 118 members + 453 dependents Category F (Grade 6-7) – 240 members + 752 dependents Category G (Grade 8-9) – 83 members + 213 dependents. (Detailed Data Will be provided to the Successful Bidder)
2	Pg 27	1. Mandatory requirement for brokers 9- Evidence of valid professional indemnity policy of	The Procuring Entity Amended to read as Evidence of valid professional indemnity policy of at least Ksh.300


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		at least Ksh.1,500 million with a reputable underwriter. A bidder requested to be amended this requirement to 200M.	million with a reputable underwriter
3	Pg 27	<p>1. Mandatory requirement for brokers 11- Broker should have handled medical insurance of 1Billion in the year 2023. The Bidder Noted that for Brokers, handling business of such amount is a lot under this requirement.</p> <p>The Bidder requested that we Amend the requirement to 150M (Evidence by clients award letters)</p>	Remains as it is in the tender document.
4	Pg 27	<p>1. Mandatory requirement for brokers 12- Paid up capital of 600M certified by IRA. Noting that for brokers, the IRA minimum requirement for paid up capital of 5M.A bidder also requested the above request be amended as no broker has a</p> 	The PE Amends to read as Paid-up capital of 200M certified by IRA

		paid-up capital reaching this amount.	
5	PG 27	<p>1. Mandatory requirement for brokers 10-Attach Authorization letter from the proposed Underwriter (One Underwriter one broker)- Considering that the tender is requesting for General and medical insurance, we note that there are very few underwriters who offer both. A bidder is proposing that this requirement be amended so that a broker can suggest up to TWO UNDERWRITERS (Medical and general) while maintaining the condition of the proposed underwriter only sharing their quote with one broker.</p>	Remains as it is in the tender document
6		Capacity building levy	<p>All prices quoted should include 0.03% of the value of the contract as per the Public Procurement Regulatory Authority (PPRA) Circular No. 01/2024 Referenced PPRA/6/5 Vol. II (224) dated 30Th August 2024 on the Implementation of the</p>


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			Public Procurement Capacity Building Levy Order, 2023.
7		The closing date in INVITATION TO TENDER (ITT) of the principal tender document reads MONDAY 18TH NOVEMBER 2024 at 10.00 Am.	The Closing date and Time shall not remain as per principal tender document. Change of Date The Procuring Entity extends the closing Date From 18 th November,2024 at 10 AM TO 19 th November,2024 at 10 AM.



**SHAFEE YAQUB MOHAMED
FOR: CHIEF EXECUTIVE OFFICER**