



MINISTRY OF TOURISM, WILDLIFE AND HERITAGE

STATE DEPARTMENT FOR WILDLIFE

ADDENDUM 001 ON REQUEST FOR PROPOSAL PROVISION OF ADMINISTRATION SERVICES FOR HUMAN-WILDLIFE CONFLICTS COMPENSATION SCHEME CLAIMS DATA COLLECTION AND PAYMENT

ADDENDUM 001 DATED 11TH SEPTEMBER, 2023

Request for Proposals No.....SDW/RFP/009/2023-2024

Reference is made on our advertisement made for the above consultancy on Tuesday 5th September 2023 in Mygov newspaper

All Tenders must be accompanied by a Tender Security of Kshs. 400,000 in form of a bank guarantee; a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Kenya Subsidiary Legislation, 2020 777 Authority; or a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya.

Page the Tender Data Sheet on page 18 ITC clause 22.1

Delete the following requirements:

(5th Row) “Submit a completed (filled, signed and stamped) company profile using the confidential Business Questionnaire provided in this tender document”;

6th Row “to authorizing the firm to provide Fund management services”

(7th Row) “Certified valid copy of registration certificate and evidence of annual renewal with Capital Markets Authority (CMA) for the fund management firm”

Tender Data Sheet on page 18 section 22.2

On specific experience At least ten years of experience practising in the fields of fund management services delete the words “fund management” and replace with “claims and fund administration”

Tender Data Sheet on page 19 section 22.2

At least ten years of experience practising in the fields of fund management services

delete the words “fund management” and replace with “claims and fund administration”

Tender Data Sheet on page 19 section 22.2

Position K-1: Evidence of technical experience of fund management for the team leader. Post graduate qualification and Certified Financial Analysts (CFA) or equivalent required.

Delete the words “fund management” and replace with “claims and fund administration” and delete the last requirement “and Certified Financial Analysts (CFA) or equivalent required”

Information to be provided:

Under Section 2(B) Data Sheet ITC clause. 2.4 on page 15 states: “The Procuring Entity will provide the following inputs; delete **the words** “project Document, conservancy profiles, project reports, etc. to facilitate the preparation of the Proposals: As per the terms of reference” and replace with the words as per the terms of reference

In section 2 ITC clause 32.1 page 20, the Expected date and address for contract negotiations is set as: ***Date: delete the date and replace with to be communicated in writing to the consultant(s) with the highest total combined technical and financial score***

In section 2 ITC clause 35.1 on page 20 Expected date for the commencement of the Services is stated as ***Date: delete the date and replace with to be communicated in writing to the consultant(s) with the highest total combined technical and financial score***

SECTION 8: SPECIAL CONDITIONS OF CONTRACT

SCC 14.1 The period shall be 2 years

SCC 24.1: Professional indemnity insurance, with a minimum coverage of _Kshs 100,000,000

Closing date shall be ***19th September 2023 at 11:00 am***

**Principal Secretary
State Department for Wildlife**