



REPUBLIC OF KENYA

THE NATIONAL TREASURY AND PLANNING

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Ref: TNT/IOT/011/2021-2022 (14)

THE NATIONAL TREASURY  
P.O. BOX 30007 – 00100  
NAIROBI

4<sup>th</sup> January, 2022

To: All Bidders

REF: TENDER FOR DESIGN, DEVELOPMENT, SUPPLY, CONFIGURATION, INSTALLATION, IMPLEMENTATION, COMMISSIONING AND MAINTENANCE OF AN ONLINE PENSION MANAGEMENT INFORMATION SYSTEM FOR THE NATIONAL TREASURY  
TENDER NO. TNT/IOT/011/2021-2022: ADDENDUM I

The National Treasury has issued the following addendum to Tender for Design, Development, Supply, Configuration, Installation, Implementation, Commissioning and Maintenance of an Online Pension Management Information System for the National Treasury following a virtual pre - bid meeting held on Wednesday 2<sup>nd</sup> February, 2022 at 1600 hours Kenyan Time.

S/No	Requested Clarifications	Clarification
1.	<p>Page 6</p> <p>According to the tender document, there shall be a Mandatory virtual Pre-Tender Conference that will be held on Wednesday 2nd February, 2022 at 1600 Hours, Kenyan Time</p> <p>Page 39 item 16</p> <p>Duly filled, signed and stamped Pre Bid Conference Attendance Form</p> <p>Clarification</p> <p>If we are going to have virtual meeting, how will the attendance form be filled and stamped.</p>	<p>The Pre-Tender Conference meeting shall be <b>Mandatory</b>.</p> <p>The Pre-Bid Conference form <b>Must</b> be submitted for signature to the Head, Supply Chain Management Services, The National Treasury, Harambee Avenue, Treasury Building, 6<sup>th</sup> Floor, Room 619 via e-mail: <a href="mailto:procurement@treasury.go.ke">procurement@treasury.go.ke</a> which will be signed and returned via e-mail.</p> <p>See page 162 of the tender document.</p>
2.	<p>With respect to the Tender No: TNT/IOT/011/2021-2022, we believe the</p>	<p>The Tender has been extended.</p>

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	<p>timelines given by you are very short with respect to the pre-bid meeting, clarification and submission.</p> <p>Being an international organization and given the COVID situations in different parts of the world, we may experience logistical delays towards putting our response together including but not limited to issuance of bid security, printing and shipping. Considering these are practical challenges, we request you to kindly consider an extension of the submission deadline by 2 weeks and consider the new date as 1-Mar-2022.</p> <p>Date of submission Tuesday 15<sup>th</sup> February, 2022 First we would like to admit that we only knew about this tender on 25<sup>th</sup> Jan. Our foreign partner states that the procedures/processes involved in requesting for recommendation letters are not as straight forward as in Kenya. In addition, to design a comprehensive system that integrates all 17 modules requires time.</p> <p>They are therefore requesting for an extension of at least one week</p> <p>Request for extension of at least 2 weeks but preferably more. The 289 page Tender Doc asks for a lot of detail that we need to respond to. Furthermore we will need additional time in order to be able to satisfy internal approvals for the Bid Security and secondly to give our correspondent bank/s the time to complete their processes before issuance.</p>	<p>The Tender shall close on <b>Tuesday 1<sup>st</sup> March, 2022 at 11.00 a.m. Kenyan Time.</b></p>
3.	<p>Can we get more information about the scope of data migration (E.g. How many records, What type of data available)</p>	<p>The system should be agile and not limited to how many records.</p> <p>Data Conversion and Migration</p> <ul style="list-style-type: none"> <li>• Tenderer to provide a data migration plan</li> <li>• The Tenderer shall provide tools/template and perform Data Conversion and Migration Services for all the cases that are in</li> </ul>

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		<p>the legacy IT systems and manual systems to the new PMIS</p> <ul style="list-style-type: none"> <li>• The Tenderer should assess the data re-usability during the system requirement analysis phase. Existing database is Oracle 12c.</li> <li>• It will be the responsibility of the client to prepare the data in readiness for migration.).</li> </ul>
4.	<p>In a project of this nature Licences (Specially DB) could become a large bid component. Do you have any licences (E.g. DB) from legacy systems which are reusable ?</p>	<p>The tenderer should quote for a packaged solution and not components. (It is an integrated end to end solution)</p>
5.	<p>Page 30 ITT 3.3</p> <p>The firms (if any) that provided consulting services for the contract being tendered for are: NOT APPLICABLE</p> <p>If we refer to clause 3.3 on page 9, by stating NOT APPLICABLE we want to assume it means the firm that offered consultancy services is also allowed to compete, thus creating unfair competitive advantage in the tender process.</p>	<p>The firm that offered consultancy services for the contract being tendered is <b>NOT ALLOWED</b> to compete.</p>
6.	<p>Page 32 ITT 22.1 / ITT 22.3 (v)</p> <p>A tender Security shall be required in the form of a Bank guarantee According to PPRA, tender security could be from the bank or insurance firm that is registered by the Insurance Regulatory Authority.</p> <p>What is the rational of enforcing this condition</p>	<p>Being an international tender and to be fair to foreign firms, who may not be conversant with the requirements of the Public Procurement Regulatory Authority, there is need for a bank guarantee to be issued as a tender security.</p> <p>The Procuring Entity has the discretion to determine the form of the tender security as per page 18 clause 22.1 of the Tender Document.</p> <p>The Tender document under clause 22.3 (b) requires that bid security be in form of a Bank Guarantee.</p> <p>This shall create competitiveness in the tendering process.</p>
7.	<p>You have gone further to state that the average annual turnover for the last three years should be Kshs. 50M shilling despite lack of business activities experienced in the last two years due to covid 19 pandemic. When one of the</p>	<p>Due to the nature and complexity of the tender, there is need to consider the capacity and capabilities of interested Tenderers who are able to deliver the project without any financial distress.</p>


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	<p>bidders asked why the tender was cancelled last year you gave financial constraint as one of the reasons for cancellation. Is this not a contradiction.</p>	<p>It can also be noted that Covid 19 affected business globally hence the criteria will not create any biasness to any Tenderer.</p>
8.	<p>Bidders shall submit both Technical and Financial proposals in separate envelopes.</p> <p>Our request is that there is no harm for the financial proposals to be opened so that we all know how bidders have quoted. There is a general rumour in public that when financials are handled separately, there is a possibility of bidder colluding with internal staff to alter financial figures to their favor.</p> <p>Two weeks ago we attended tender opening at Communication Authority and financial in the range of 500M to billion shillings were announced for everybody to know.</p>	<p>The financial proposals shall be opened only for Tenderers who are technically responsive to the requirements of the Tender Document as indicated in the tender document on page 34 ITT 28.1.</p>
9.	<p>Page 33 ITT 25.1</p> <p>The Financial Proposals should be sealed separately and clearly marked "Financial Proposal" Page 34 ITT 28.6</p> <p>The Form of Tender and Price Schedules shall be initialed by all members of the Procuring Entity conducting Tender opening.</p> <p>Based on the above clause 28.6, should we assume the prices shall be announced during the tender opening</p>	<p><b>NO.</b> Prices shall not be announced during the opening of the technical proposals on <b>Tuesday 1<sup>st</sup> March, 2022 at 11.00 a.m. Kenyan Time.</b></p> <p>The financial proposals shall be opened only for Tenderers who are technically responsive to the requirements of the Tender Document as indicated in the tender document on page 34 ITT 28.1.</p>
10.	<p>Page 38 mandatory requirement item 1,2,3,4</p> <p>The tender document states that both partners should provide certified copies for documents being presented by our foreign partners, can they be certified by a local law firm or they have to be certified by a law firm in their country of origin.</p>	<p>See page 37 of the tender document;</p> <p>All copies that require certification SHALL be certified by an Advocate and Commissioner for Oaths, High Court of Kenya or Notary Public in corresponding country.</p> <p>For foreign firms certification shall be done by Notary Public in the corresponding country.</p>
11.	<p>Kindly share information as to why the</p>	<p>The previous tenders were</p>

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	previous tender was cancelled	<p>terminated for various reasons and all the Tenderers who participated in the said tenders were provided with the reasons for termination.</p> <p>Page 27 clause 45.1 States that;</p> <p>The Procuring Entity reserves the right to accept or reject any Tender, and to annul the Tendering process and reject all Tenders at any time prior to contract award, without thereby incurring any liability to Tenderers.</p>
12.	On specific experience if a firm submits less than 5 contracts, shall they be disqualified?	No. the Tenderer shall only loose some score in that particular criterion.
13.	On implementation experience one part indicates that a firm should have 5 years experience while experience qualification forms indicate 10 years experience.	The Tenderer should have 5 years' experience and not 10 years experience as indicated in the experience qualification forms.
14.	Is there any way we can submit our response electronically? The onerous tasks of printing and physical delivery will further shorten the amount of time we have to work on our detailed response.	<p>The responses must be physically submitted.</p> <p>Electronic copies shall not be allowed.</p>
15.	<p>#15 of the Mandatory Preliminary Requirements indicates "<i>International Tenderers must submit a comprehensive commitment plan on how they shall work with Kenyan Nationals /Local Firms for the purpose of building capacity, transfer of knowledge, skills and provision of local content. Must provide names and contacts of the local firms.</i></p> <p>With regards to the request for International Tenderers submission of a comprehensive plan on how they shall work with Kenyan Nationals: Our proposal would include a comprehensive training plan / knowledge transfer for Kenya National Treasury staff. Could you please confirm if this would satisfy the requirement?</p>	Page 39 item 15 of the tender document clearly elaborates the contents of the commitment plan.
16.	17. Page 40 of the Tender document includes the statement " <i>...It is mandatory that the tenderer submits a detailed</i>	<p>Page 40 item 1</p> <p>The tenderer is to provide a</p>

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	<p><i>brochure/prototype where the proposed solution functionalities are fully documented.</i>"</p> <p>Due to the extensive capabilities and features of the proposed solution functionalities, our solution brochure is not able to provide the level of documentation as noted in the request. Alternatively, would providing separate documents that provide detailed information on the proposed solution functionality meet this requirement?</p>	<p>packaged solution not components. It is the responsibility of the tenderer to combine and give us a brochure that meets all the requirements as per the tender document.</p> <p>We expect a Write up / diagrammatic representation of the proposed solution</p>
18.	<p>Page 40 of the Tender document includes a chart with the mandatory functionality. Could you please confirm if all of the functionality items listed are "mandatory" OR if some of the functionality can be supported via APIs to an external solution?</p>	<p>All the functionality listed are mandatory and if any Tenderer does not provide any of the functionalities, they shall be non-responsive and shall not be evaluation in the next stage of Detailed Technical Evaluation.</p>
19.	<p>The Tender document is in PDF format. Are you able to provide a Word version of the Tender document to facilitate the response?</p>	<p>We expect the Tenderers to convert the PDF format into word.</p>
20.	<p>Page 32 states that:</p> <p>Financial proposal – Four (4) hard copies</p> <p>.</p> <p>Page 118 states that:</p> <p>Number of copies of the Financial Proposal i.e. one (1) original and Four (4) copies and one (1) soft copy without a password in a portable device in PDF format (Kindly note: Not CD-ROM)</p> <p>Please clarify how many copies are required for financial proposals</p>	<p>Financial proposal – 1 Original and Four (4) hard copies</p> <p>No soft copy is required.</p>
21.	<p>Please clarify on the mandatory requirements for need for use of Kenyan Nationals / local firms</p>	<p>This being an international tender being funded by the Government of Kenya, it expected that foreign firms should be able to transfer technology, skills and knowledge through training, mentoring and participation of Kenyan citizens and/or firms</p>
22.	<p>On experience of the firm, we are required to attach the following;</p> <ul style="list-style-type: none"> <li>evidence of award and implementation in form of LPO/</li> </ul>	<p>All the three documents must be provided since they shall authenticate the experience of the firm.</p>

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	<p>contract</p> <ul style="list-style-type: none"> <li>• completion/GO LIVE certificate and</li> <li>• reference letters</li> </ul> <p>Do we need to all the three or we can provide any one of them and it will be sufficient?</p>	
23.	In the technical specifications, you have not specified the specifications for the Hardware (Server)	<ul style="list-style-type: none"> <li>• The bidder is to give the specification of the hardware that will optimally run their proposed solution.</li> <li>• The National Treasury shall provide the hardware required for the development, testing and deployment</li> </ul>
24.	<p>Are we to provide the specifications for the hardware?</p> <p>Shall the National Treasury supply the Hardware?</p> <p>Can we also provide the costing for the hardware?</p>	<p>The hardware shall not be costed.</p> <p>Submit only the hardware specifications</p>
25.	If the firm is the sole proprietor of the solution, what document should we attach as a MAF.	<p>See page 38 item 6</p> <p>An Original Equipment Manufacturer (OEM) attach a letter signed and stamped by the authorized person/s for the proposed solution</p>
26.	What is the timeline for the implementation of the project and the period for support and maintenance?	<p>Page 256 GCC 1.1 (e) (ix)</p> <p>The Contract Period shall be Three (3) years (One (1) year for implementation and Two (2) years for Support and Maintenance).</p>
27.	During the process of system development, can the National Treasury provide technical staff to work with the Service Provider.	<p>The National Treasury has put in place a Technical Committee who shall work with the Service Provider</p> <p>The National Treasury has also appointed a Project Manager.</p>

All the other terms and conditions remain the same.



**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES  
FOR: PRINCIPAL SECRETARY / NATIONAL TREASURY**

