

Our Ref: KPPF/PROC/2-E/04/17/cm

ALL PROSPECTIVE BIDDERS

Dear Sir/ Madam,

RE: ADDENDUM NO. 1 TO THE TENDER NO. KPPF/PROC/2-E/04/17 REQUEST FOR PROPOSALS FOR HUMAN RESOURCE MANAGEMENT AND SYSTEMS REVIEW CONSULTANCY

The following amendments are made to the specified provisions of the Tender document for request for proposals for human resource management and systems review consultancy.

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. NUMBER OF EMPLOYEES

Query: Number of employees?

Response: Kenya Power Pension Fund has currently twenty five (25) employees.

3. TERMS OF REFERENCE

Query : The terms of reference requires the consultant to determine the extent to which the Fund's management culture, management structures and HR systems promote or constrain effective HRM - please clarify whether the scope of work will include organisational culture assessment.

Response : Yes, the scope of work will include organizational culture assessment

4. FINANCIAL PROPOSAL AND BREAKDOWN OF PRICE

Query : Preparation of financial proposal – please clarify whether the consultant should include reimbursable expenses.

Response : The financial proposal should be lump sum, inclusive of all taxes, levies, and expenses

5. BID BOND FORMAT

Query: Is there a particular bid bond format to be followed when submitting the proposal?

Response: No there is no format, however the amount and validity must be as per the tender requirements.

6. EXTENSION OF TENDER CLOSING DATE

The closing date for the tender is Monday 23rd October, 2017 at 11.00AM. Tenders shall be opened immediately thereafter in the Auditorium located at Kenya Power Stima Plaza, Kolobot Road, Nairobi.

All other terms and conditions remain as per the Principal Tender Document.

CEO & TRUST SECRETARY