



KENYA RURAL ROADS AUTHORITY



TENDER NOTICE ADDENDUM NO 2

Reference is made to the Tender Notice that appeared in the Authority’s website and Mygov on The Star Newspaper dated 17th January , 2025 and Long Advert and Uploaded Bid Documents appearing on our Website on 17th January , 2025, and Addendum No. 1 dated 31st January, 2025.

Interested Bidders are requested to note the following amendments for the Tenders published under the referenced Tender Notice;

UPGRADE, CUSTOMIZATION, SUPPORT AND MAINTENANCE OF THE ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM TENDER NO. KERRA/08/38/5/2024 – 2025

Item No.	Clarification Sought	Response
1.	<p>Training- This being a project for Microsoft Dynamics BC, it seems unfair competition to have a requirement for NITA Certification as Trainer whereas Microsoft certifies their accredited partners and individuals with Microsoft Certified Trainer. Kindly advise if not meeting this requirement for NITA makes us nonresponsive for this tender.</p> <ul style="list-style-type: none"> i. A detailed technical and end user training: Bidders must demonstrate Strong ability to provide Training and Support. ii. Bidders must demonstrate the ability for multi-region training for a parastatal institution. Proof of experience must be attached. iii. The bidders should have a training plan for both users, novice and technical staff including a knowledge transfer mechanism that is well thought out and clearly articulated. iv. Proof of NITA certification as a trainer. 	<p>We acknowledge the importance of Microsoft accreditation in validating expertise in Microsoft ERP solutions. However, our requirement for NITA accreditation as proof of training is based on the following considerations:</p> <ul style="list-style-type: none"> i. NITA accreditation guarantees that training providers meet the minimum national training standards, including structured curricula, qualified trainers, and quality assessment frameworks. This ensures that trainees receive consistent, high-quality instruction aligned with local workforce needs. ii. NITA certification is widely recognized and accepted within Kenya across multiple sectors. It provides assurance of training credibility beyond vendor-specific accreditation, ensuring that trainees receive holistic, industry-aligned training that enhances ERP adoption. <p>While Microsoft accreditation is valuable for vendor-specific expertise, it does not replace NITA’s role in regulating training standards within Kenya. Microsoft accredits partners based on their product-focused training, whereas NITA ensures training delivery competency in alignment with national standards. Therefore, both accreditations complement each other rather than replace one another.</p>

Item No.	Clarification Sought	Response
		For these reasons, NITA accreditation remains a MANDATORY requirement for proof of training in this tender.
2.	<p>Microsoft accreditation for Microsoft related projects in Security include SC 100, SC 200, SC 300, SC 400, SC 900, and AZ 500 yet we are required to submit ISC2 Security certifications. Will the Microsoft security certifications suffice and if not, will not having the ISC2 certifications make us nonresponsive for this Microsoft project?</p> <p>Role: Ensuring the security of the ERP system and compliance with standards.</p> <p>CV Attached: Education Background: Bachelor's degree in Cybersecurity, IT, or Computer Science, Software Engineering, IT, or a related field. Certifications: IT Security specialist certification (e.g. CISSP (Certified Information Systems Security Professional, CISM (Certified Information Security Manager) or equivalent) Experience: 5+ years in IT security, with specific experience securing ERP systems. Knowledge of GDPR, ISO 27001, or equivalent standards.</p>	<p>Kindly note that, as per the requirements, the bidder is expected to submit an IT Security Specialist certification for the proposed Security Specialist. The listed certifications are provided as examples, and the bidder is allowed to submit an equivalent certification. Therefore, Microsoft certificates that meet the minimum threshold of an IT Security Specialist certification can be submitted and will be considered. This includes the Microsoft SC-100 and SC-200.</p>

**PROVISION OF PREVENTIVE MAINTENANCE AND SUPPORT SERVICES FOR KERRA ICT EQUIPMENT AT THE HEAD OFFICE AND 47 REGIONAL OFFICES
TENDER NO.: KeRRA/08/38/06/2024 – 2025**

Item No.	Clarification Sought	Response
1.	<p>Kindly afford us additional time for tender no: TENDER NO.: KeRRA/08/38/06/2024 – 2025 - PROVISION OF PREVENTIVE MAINTENANCE AND SUPPORT SERVICES FOR KERRA ICT EQUIPMENT AT THE HEAD OFFICE AND 47 REGIONAL OFFICES I am requesting this due to the complex nature of the solution required which requires alignment with multiple OEM vendors to satisfy the requirements.</p>	<p>The submission date and time for the tender has been changed from 7th February, 2025 at 11.00am to 12th February,2025 at 11.00am at the same venue indicated in the Tender Documents</p>

**UPGRADE OF THE PRIMARY AND SECONDARY DATA CENTRES FOR THE AUTHORITY
KeRRA/08/37/01/2024 – 2025.**

Item No.	Clarification Sought	Response
1.	<p>For the branch switch, please clarify if you require a 24 10G Port or a 1G 24 Port switch.</p>	<p>Please refer to page 80 of the tender document on branch switch specifications item no. 3 on network ports.</p>

SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOP COMPUTERS Tender No. KeRRA/08/37/03/2024 – 2025

Item No.	Clarification Sought	Response
1.	No OEM installs Office in any machine contrary to what you are requesting for the computers to come pre-installed. Kindly clarify.	Prospective bidders must ensure that their proposals include provisions for the operating system and Microsoft Office software in accordance with the provided specifications. Additionally, activation keys for both Windows and Microsoft Office must be supplied for all desktops and laptops as specified in the Tender document.
2.	In compliance with the specification and the documentation the warranty is clear to be 12 months. Kindly clarify the warranty letter as you have requested 36 months	The warranty period specified for the project is 12 months, as outlined under <i>Support and Maintenance Period Year 1 (free warranty)</i> , covering all warranty-related obligations such as troubleshooting hardware and software issues, regular inspections and updates, and repairs or replacement of faulty accessories and genuine components. After this initial period, the tender requires bidders to provide <i>Support and Maintenance</i> services for an additional three years (Years 2, 3, and 4), which are not covered under the warranty but should include ongoing maintenance activities as detailed in the tender. Therefore, while the warranty period is 12 months, the total <i>Support and Maintenance</i> period spans four years, with Years 2 to 4 to be included in the bidder's service proposal and cost structure.
	<p>In the price schedules, there is no category; Price Schedule: Goods Manufactured Outside Kenya, to be imported. (Only for: Manufactured Outside Kenya, already imported; is provided)</p> <p>Is this intentional or the price schedules need to be updated. Kindly assist with a response on this. Thank you.</p>	Annex; amended price schedule

Price Schedule Forms

The tenderer shall fill in these Price Schedule Forms in accordance with the instructions indicated in the Tables below;

- 1. Table of Summary of Price Schedules*
- 2. Table A (Price Schedule: Goods Manufactured Outside Kenya, Already Imported)*
- 3. Table B (Price Schedule: Goods Manufactured in Kenya)*
- 4. Table C (Price and Completion Schedule - Related Services)*

1. Summary of Price Schedules = Table A or B + Table C

1	2	3
Item No.	Description of Price Schedule	Total Price (KShs)
1	Total Price of Table A (Price Schedule: Goods Manufactured Outside Kenya, Already Imported) or Total Price of Table B (Price Schedule: Goods Manufactured in Kenya)	
2	Total Price of Table C (Price and Completion Schedule - Related Services)	
3	Total Price D (1 + 2) Exclusive VAT	
4	Add 10% Contingency (10% of total price item 3)	
5	Total Price E (3 + 4)	
6	Add 0.03% Capacity Building Levy (0.03% of item 5)	
7	Total Price F (5 + 6)	
8	Add 16% VAT	
	Grand Total Price (7 + 8) (Grand Total Price to be Forwarded to the Form of Tender)	

Note: Contingency will only be expensed upon the express Approval by the Director General. Capacity Building Levy Shall be remitted to PPRA.

Name of tenderer [*insert complete name of tenderer*]

Signature of tenderer [*signature of person signing the Tender*]

Date & Stamp [*insert date*]

1. TABLE A Price Schedule: Goods Manufactured Outside Kenya, already imported*

(Group C Tenders, goods already imported)											
Currencies in accordance with ITT 15										Date: _____	
										ITT No: _ KeRRA/08/37/03/2024 – 2025	
										Alternative No: ____ N/A _____	
										Page N□ ____ of ____	
1	2	3	4	5	6	7	8	9	10	11	12
Line Item No.	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price including Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i)	Custom Duties and Import Taxes paid per unit in accordance with ITT 13.8(c)(ii), [to be supported by documents]	Unit Price net of custom duties and import taxes, in accordance with ITT 13.8 (c) (iii) (Col. 6 minus Col.7)	Price per line-item net of Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i) (Col. 5□8)	Price per line item for inland transportation and other services required in Kenya to convey the goods to their final destination, as specified in TDS in accordance with ITT 13.8 (c)(iv)	Sales and other taxes paid or payable per item if Contract is awarded (in accordance with ITT 13.8(c)(iv)	Total Price per line item (KShs.) (Col. 9+10)
		[insert Country of Origin]			[insert unit price per unit]	[insert custom duties and taxes paid per unit]	[insert unit price net of custom duties and import taxes]	[insert price per line-item net of custom duties and import taxes]	[insert price per line item for inland transportation and other services required in Kenya]	[insert sales and other taxes payable per item if Contract is awarded]	[insert total price per line item]
1	Laptop Computer		60 Days	110 No.							
2	Desktop Computer		60 Days	55 No.							
3	Uninterruptible Power Supply (UPS)		60 Days	55 No.							
Total Tender Price (Exclusive of VAT) TABLE A											

Name of tenderer [insert complete name of tenderer]

Signature of tenderer [signature of person signing the Tender]

Date [insert date]

* [For previously imported Goods, the quoted price shall be distinguishable from the original import value of these Goods declared to customs and shall include any rebate or mark-up of the local agent or representative and all local costs except import duties and taxes, which have been and/or have to be paid by the Procuring Entity.

For clarity, tenderers are asked to quote the price including import duties, and additionally to provide the import duties and the price net of import duties and taxes which is the difference of those values.]

NOTE: Price schedule should consider transportation cost

2. TABLE B Price Schedule: Goods Manufactured in Kenya*

(Group C Tenders, goods already imported)										Date: _____	
Currencies in accordance with ITT 15										ITT No: _ KeRRA/08/37/03/2024 – 2025	
										Alternative No: ____ N/A _____	
										Page N□ _____ of _____	
1	2	3	4	5	6	7	8	9	10	11	12
Line Item No.	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price including Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i)	Custom Duties and Import Taxes paid per unit in accordance with ITT 13.8(c)(ii), [to be supported by documents]	Unit Price net of custom duties and import taxes, in accordance with ITT 13.8 (c) (iii) (Col. 6 minus Col.7)	Price per line-item net of Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i) (Col. 5□8)	Price per line item for inland transportation and other services required in Kenya to convey the goods to their final destination, as specified in TDS in accordance with ITT 13.8 (c)(iv)	Sales and other taxes paid or payable per item if Contract is awarded (in accordance with ITT 13.8(c)(iv)	Total Price per line item (KShs.) (Col. 9+10)
		[insert Country of Origin]			[insert unit price per unit]	[insert custom duties and taxes paid per unit]	[insert unit price net of custom duties and import taxes]	[insert price per line-item net of custom duties and import taxes]	[insert price per line item for inland transportation and other services required in Kenya]	[insert sales and other taxes payable per item if Contract is awarded]	[insert total price per line item]
1	Laptop Computer		60 Days	110 No.							
2	Desktop Computer		60 Days	55 No.							
3	Uninterruptible Power Supply (UPS)		60 Days	55 No.							
Total Tender Price (Exclusive of VAT) TABLE A											

Name of tenderer [insert complete name of tenderer]

Signature of tenderer [signature of person signing the Tender]

Date [insert date]

* [For previously imported Goods, the quoted price shall be distinguishable from the original import value of these Goods declared to customs and shall include any rebate or mark-up of the local agent or representative and all local costs except import duties and taxes, which have been and/or have to be paid by the Procuring Entity.

For clarity, tenderers are asked to quote the price including import duties, and additionally to provide the import duties and the price net of import duties and taxes which is the difference of those values.]

NOTE: Price schedule should consider transportation cost

3. TABLE B Price Schedule: Goods Manufactured outside Kenya to be imported*

(Group C Tenders, goods already imported)										Date: _____	
Currencies in accordance with ITT 15										ITT No: _ KeRRA/08/37/03/2024 – 2025	
										Alternative No: ___ N/A _____	
										Page N□ _____ of _____	
1	2	3	4	5	6	7	8	9	10	11	12
Line Item No.	Description of Goods	Country of Origin	Delivery Date as defined by Incoterms	Quantity and physical unit	Unit price including Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i)	Custom Duties and Import Taxes paid per unit in accordance with ITT 13.8(c)(ii), [to be supported by documents]	Unit Price net of custom duties and import taxes, in accordance with ITT 13.8 (c) (iii) (Col. 6 minus Col.7)	Price per line-item net of Custom Duties and Import Taxes paid, in accordance with ITT 13.8(c)(i) (Col. 5□8)	Price per line item for inland transportation and other services required in Kenya to convey the goods to their final destination, as specified in TDS in accordance with ITT 13.8 (c)(iv)	Sales and other taxes paid or payable per item if Contract is awarded (in accordance with ITT 13.8(c)(iv)	Total Price per line item (KShs.) (Col. 9+10)
		[insert Country of Origin]			[insert unit price per unit]	[insert custom duties and taxes paid per unit]	[insert unit price net of custom duties and import taxes]	[insert price per line-item net of custom duties and import taxes]	[insert price per line item for inland transportation and other services required in Kenya]	[insert sales and other taxes payable per item if Contract is awarded]	[insert total price per line item]
1	Laptop Computer		60 Days	110 No.							
2	Desktop Computer		60 Days	55 No.							
3	Uninterruptible Power Supply (UPS)		60 Days	55 No.							
Total Tender Price (Exclusive of VAT) TABLE A											

Name of tenderer [insert complete name of tenderer]

Signature of tenderer [signature of person signing the Tender]

Date [insert date]

* [For previously imported Goods, the quoted price shall be distinguishable from the original import value of these Goods declared to customs and shall include any rebate or mark-up of the local agent or representative and all local costs except import duties and taxes, which have been and/or have to be paid by the Procuring Entity.

For clarity, tenderers are asked to quote the price including import duties, and additionally to provide the import duties and the price net of import duties and taxes which is the difference of those values.]

NOTE: Price schedule should consider transportation cost

4 TABLE C

Price and Completion Schedule - Related Services

Currencies in accordance with ITT 15						Date: _____
						ITT No: KeRRA/08/37/03/2024 – 2025
						Alternative No: _____ N/A _____
						Page N° _____ of _____
1	2	3	4	5	6	7
Service N°	Description of Services (excludes inland transportation and other services required in Kenya to convey the goods to their final destination)	Country of Origin	Delivery Date at place of Final destination	Quantity and physical unit	Unit price	Total Price per Service (KShs.) (Col. 5*6 or estimate)
		<i>[insert country of origin of the Services]</i>	<i>[insert delivery date at place of final destination per Service]</i>	<i>[insert number of units to be supplied and name of the physical unit]</i>	<i>[insert unit price per item]</i>	<i>[insert total price per item]</i>
1	Maintenance Period Year 1 (free warranty)		Barabara Plaza, Block B	250 Users		
2	Maintenance Period Year 2		Barabara Plaza, Block B	250 Users		
3	Maintenance Period Year 3		Barabara Plaza, Block B	250 Users		
4	Maintenance Period Year 4		Barabara Plaza, Block B	250 Users		
Total Tender Price (Exclusive of VAT) TABLE C						

Name of tenderer *[insert complete name of tenderer]*

Signature of tenderer *[signature of person signing the Tender]*

Date *[insert date]*

Issue Date: 6th February,2025

1. The submission date and time for **ALL** the tenders has been changed from **7th February, 2025 at 11.00am to 12th February,2025 at 11.00am at the same venue indicated in the Tender Documents** .
2. Bidders are required to note the above clarifications and incorporate them when preparing their Bids.
3. All interested bidders are required to continually check the Kenya Rural Roads Authority website: www.kerra.go.ke for any tender addendums or clarifications that may arise before submission date.
4. Bidders with enquiries are encouraged to do so vide the email address procurement@kerra.go.ke.
5. All other information as pertaining to the tenders remains the same.

Deputy Director (Supply Chain Management)
FOR: **DIRECTOR GENERAL**
Psmo