

ADDENDUM NO 1

15TH SEPTEMBER 2023

REF: WRTI/OT/ICT/38/2023-2024

TO: ALL BIDDERS

RE: SUPPLY AND INSTALLATION OF AUDIT MANAGEMENT SYSTEM

The above subject matter refers;

Wildlife research and training institute wishes to make clarifications/amendments to the tender following received queries;

SOFTWARE LICENSES

- a) Number of Licenses required for the System is Two (2)

SECTION III – EVALUATION AND QUALIFICATION CRITERIA

ITEM 2 PRELIMINARY EXAMINATION FOR DETERMINATION OF RESPONSIVENESS

- i. MR 4 – The tender validity period is **126** days as advertised in the tender

ITEM NO 8 QUALIFICATION FORMS

The qualifications forms highlighted in item 8 are as attached

SUBMISSION DEADLINE

The tender closing and opening date have been extended from **21ST September 2023 to 28th September 2023 at 12.30PM**

This addendum shall be construed to form part of the tender document.

All other conditions remain



**SUPPLY CHAIN MANAGEMENT
FOR; DIRECTOR/CEO**

Form CON-2 Historical Contract Non-Performance and Pending Litigation.

Tenderer's Legal Name: _____ Date: _____

JV member Legal Name: _____

ITT No.: _____

Age of _____ pages

Non-Performing Contracts in accordance with Section III, Evaluation and Qualification Criteria			
Contract non-performance did not occur during the stipulated period, in accordance with Sub-Factor 2.2.1 of Section III, Evaluation Criteria			
Pending Litigation, in accordance with Section III, Evaluation and Qualification Criteria			
No pending litigation in accordance with Sub-Factor 2.2.3 of Section III, Evaluation Criteria			
Pending litigation in accordance with Sub-Factor 2.2.3 of Section III, Evaluation Criteria, as indicated below			
Year	Outcome as Percent of Total Assets	Contract Identification	Total Contract Amount (current value, US\$ equivalent)
_____	_____	Contract Identification: Name of Procuring Entity: Address of Procuring Entity: Matter in dispute:	_____
_____	_____	Contract Identification: Name of Procuring Entity: Address of Procuring Entity: Matter in dispute:	_____

Form FIN – 2.3.1 Historical Financial Performance

Tenderer's Legal Name: _____ Date: _____

JV Member Legal Name: _____ ITT No. _____

Page _____ of _____ pages

To be completed by the Tenderer and, if JV, by each member

Financial information in Ksh	Historic information for previous _____ () years						
	Year 1	Year 2	Year 3	Year ...	Year n	Avg.	Avg. Ratio
Information from Balance Sheet							
Total Assets (TA)							
Total Liabilities (TL)							
Net Worth (NW)							
Current Assets (CA)							
Current Liabilities (CL)							
Information from Income Statement							
Total Revenue (TR)							

Profits Before Taxes (PBT)							
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Attached are copies of financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following conditions:

- a) Must reflect the financial situation of the Tenderer or member to a JV, and not sister or parent companies.
- b) Historic financial statements must be audited by a certified accountant.
- c) Historic financial statements must be complete, including all notes to the financial statements.
- d) Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

Form FIN –2.3.2 Average Annual Turnover

Tenderer's Legal Name: _____ Date: _____

JV Member Legal Name: _____ ITT No.: _____

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Annual turnover data (applicable activities only)		
Year	Amount and Currency	Ksh
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
*Average Annual Turnover	_____	_____

*Average annual turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.2.

Form F-2.3.3 Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total cash flow demands of the subject contract or contracts as indicated in Section III, Evaluation and Qualification Criteria.

Source of financing	Amount (US\$ equivalent)
1.	
2.	
3.	
4.	

Form EXP – 2.4.1 Experience – General Experience

Tenderer's Legal Name: _____ Date: _____

JV Member Legal Name: _____ ITT No.: _____

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Starting Month / Year	Ending Month / Year	Years*	Contract Identification	Role of Tenderer
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____
_____	_____		Contract name: Brief Description of the Information System performed by the Tenderer: Name of Procuring Entity: Address:	_____

*List calendar year for years with contracts with at least nine (9) months activity per year starting with the earliest year.

Form EXP – 2.4.2 Specific Experience

Tenderer's Legal Name: _____
 JV Member Legal Name: _____

Date: _____
 ITT No.: _____

Page _____ of _____ pages

Similar Contract Number: ___ of ___ required.	Information		
Contract Identification	_____		
Award date	_____		
Completion date	_____		
Role in Contract	<input type="checkbox"/> Prime Supplier	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
Total contract amount	_____		US\$ _____ -
If member in a JV or subcontractor, specify participation of total contract amount	_____ %	_____	US\$ _____
Procuring Entity's Name:	_____		
Address:	_____ _____		
Telephone/fax number:	_____		
E-mail:	_____		

Form EXP – 2.4.2 Specific Experience (cont.)

Tenderer's Legal Name: _____
 JV Member Legal Name: _____

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Similar Contract No. ___ [insert specific number] of [total number of contracts] ___ required	Information
Description of the similarity in accordance with Sub-Factor 2.4.2 of Section III:	_____
Amount	_____

Similar Contract No. __ [insert specific number] of [total number of contracts] __ required	Information
Physical size	_____
Complexity	_____
Methods/Technology	_____
Key Activities	_____