



## KENYA PLANT HEALTH INSPECTORATE SERVICE

**KEPHIS HEADQUARTERS, Ololua Ridge, Off Ngong Road, Karen**

**P. O. Box 49592 00100 GPO Nairobi, Kenya, Tel : 0206618000 / 0709891000 E-mail: director@kephis.org**

**Website: www.kephis.go.ke**

### ADDENDUM NOTICE 1

This is to bring to the attention of the general public and prospective bidders intending to participate in the below mentioned tender:

#### **PROVISION OF MEDICAL INSURANCE COVER FOR BOARD OF DIRECTORS AND KEPHIS STAFF**

**(TENDER NO. KEPHIS/T/08/2024-2025)**

Clarification is issued as follows;

#### a) **EVALUATION AND QUALIFICATION CRITERIA**

Mandatory Requirements no.4 is hereby reviewed to read as follows,

<b>S/NO.</b>	<b>DESCRIPTION</b>	<b>YES/ NO</b>
4.	Certified copy of a valid registration certificate from the Association of Kenya Insurers (AKI) or Association of Insurance Brokers of Kenya (AIBK) for the current year.	

#### b) **MANDATORY REQUIREMENTS**

No. 6 is reviewed to add a prescribed format for client reference FORM 2 as follows,

**Name of the Firm:** .....

**Name and Address of Authorizing Officer:** .....

#### **Insurance Policy Handled**

<b>Class of insurance</b>	<b>Period of cover</b>	<b>Premium per year</b>	<b>Claims paid</b>	<b>Claims outstanding</b>	<b>Remarks</b>

**Performance Evaluation**

How do you rate the performance of the services of the above insurance company in the following areas	Excellent	Good	Average	Poor
Claims handling				
Underwriting responsiveness				
General customer care				
Risk management				

Declaration

We confirm the above insurance firm was engaged during the cover periods indicated with our insurance policies and the total premium paid is as indicated above per year.

Name of the Authorized signatory.....

Signature.....

Title.....

Official stamp of the insured.....

N/B: Tender closing/opening date remains Tuesday, 25<sup>th</sup> March, 2025 at 10.30 A.M

**MANAGING DIRECTOR**