

Ref: CA/SCM/OT/61/2023-2024

ADDENDUM No. 1

11th March 2024

To ALL Bidders,

REF: TENDER FOR PROVISION OF MEDICAL INSURANCE COVER FOR BOARD MEMBERS AND STAFF- CA/SCM/OT/61/2023/2024

Please refer to the above-mentioned tender that appeared in MY GOV. on 27th February 2024.

Pursuant to clause 10.1 of the tender document uploaded in our website, and the Public Procurement Information Portal, the Authority wishes to respond to the clarifications sought by respective bidders as follows: -

Table 1.

NO.	ISSUES RAISED	CA'S RESPONSE
1.	Technical Requirement #1 - Corporate Clients List: Regarding the submission of a list of at least five (5) Corporate Clients for the provision of Medical Insurance Cover, can we provide contracts with our proposed underwriter as evidence, considering they are the institution undertaking the risk?	The Technical Requirement No. 1 has been amended to read as follows; Brokerage firms and not Underwriter must submit a list of at least three (3) Corporate clients for provision of Medical Insurance Cover of total annual average gross premium of Kshs 50,000,000 each. (attach evidence in form of contracts)
2.	Technical Requirement #2 - Reference Letters: For the reference letters required from the five clients, can we submit letters from our proposed underwriter for the clients with premiums of at least Kshs. 200,000,000 and Kshs. 100,000,000 each, respectively?	The Technical Requirement No. 2 has been amended to read as follows; Brokerage firms and not underwriters must attach reference letters from three (3) clients mentioned in Technical Requirement No.1 with premium of at least Kshs. 50,000,000 each.
3.	Can underwriters submit their proposal directly.	The Brokerage firms and underwriters must submit their proposals separately
4.	Copy of valid operating MIP license from Insurance Regulatory Authority for the year 2024.-Can we attach IRA registration for underwriters.	The underwriters must submit valid operating MIP License from IRA

NO.	ISSUES RAISED	CA'S RESPONSE
5.	Copy of membership certificate from the Medical Insurance Providers Association of Kenya (MIPAK)-Kindly note that this body registers Insurance brokers only.	The Mandatory requirement No. 8 requiring underwriters to submit a copy of membership to MIPAK has been dropped from mandatory requirement
6	Evidence of financial capacity to execute the contract of gross premium of Kshs. 1.5 billion for MIP- Can we attach extract from IRA to support	Underwriters must submit their own evidence of their financial capacity to execute contracts of gross premium of Kshs 1.5 billion for MIP in addition to an extract from IRA's Annual report as evidence of the Firm's financial capacity.
7	Stage 1- Preliminary mandatory evaluation; Brokerage firms Mandatory Requirement No:10 – Copy of membership certificate from the Medical Insurance Providers Association of Kenya (MIPAK) –.	The Preliminary mandatory requirement No. 10 for Brokerage firms has been dropped from mandatory requirement.
8	Mandatory Requirement No.15 – A brokerage must be ISO QMS certified – We request that this requirement be removed to encourage fair participation since few brokers are ISO certified.	The Preliminary mandatory requirement No. 15 for Brokerage firms has been dropped as mandatory requirement
9	Tender document Section 6.0 Administration of the scheme No. 7.7 states that: The bidder shall be expected to define a clear procedure of identification of employees and their beneficiaries through registration and use of biometric smart card system or other ICT based system, the cost of which should be included in the quote	This requirement has been dropped. The Authority has an existing active contract with Smart Application for medical scheme administration.
10	Technical Evaluation: a) Inpatient limits – Maximum offered is KShs. 10,000,000 b) Outpatient Limits – Maximum offered is KShs. 300,000	The choice of limit for both inpatient and outpatient remains as in the tender document
11	Preliminary mandatory requirements for underwriters has a) VAT requirements which is not required when computing premiums- No. 2	The preliminary mandatory requirement No. 2 is in relation to Tax Compliance Certificate and Not VAT.

QUESTION 12

We will appreciate if we can get the scheme population family breakdown as per the below table.

Answer: The Authority hereby submits schemes population family breakdown as follows:

	FAMILIES	FAMILIES	FAMILIES	FAMILIES	FAMILIES
	CAT A-BOARD	CAT B DG/CHIEF EXECUTIVE OFFICER AND DEPENDANTS	CAT C SENIOR MANAGEMENT AND DEPENDANTS	CAT D STAFF AND DEPENDANTS	CAT E STAFF ON SHORT CONTRACT
M	21	-	-	34	140
M+1		-	2	46	
M+2		-	4	108	
M+3			18	224	
M+4		4	32	200	
M+5		-	55	108	
M+6		-	-	42	
M+7		-	-	16	
M+8		-	-	9	
M+9		-	-	-	
M+10		-	11	-	
Total		4	128	787	140

Please note that ALL other condition including tender closing date and time remains the same

Yours faithfully,



Peter Mwangi
FOR: DIRECTOR-GENERAL/CEO