

TEACHERS SERVICE COMMISSION



TENDER ADDENDUM

TSC wishes to amend specific particulars on the advertised tenders as follows: -

1. CLARIFICATION ON EVALUATION CRITERIA- TENDER NO. TSC/T/001/2019-2020: PROVISION OF SECURITY SERVICES AT THE TSC HQS

A. PRELIMINARY REQUIREMENTS (MANDATORY)

	PREVIOUS	AMMENDED AS
MR 3	Must Submit Copy of Valid NSSF Compliance Certificates	Must Submit a printed certified copy of NSSF compliance certificate certified by NSSF or Commissioner of oaths. The compliance certificate should be valid up to 60 days after the date of tender opening.
MR 4	Must Submit Copy valid NHIF Compliance Certificate	Must Submit a printed certified copy of NHIF compliance certificate certified by NHIF or Commissioner of oaths. The compliance certificate must be valid up to 60 days after the date of tender opening.
MR 8	Must provide a copy of certificate from commissioner of labour showing guards are not paid less than minimum gazette wages	Must provide a certified copy of certificate from commissioner of labour showing guards are not paid less than minimum gazetted wages.
MR 9	Provide evidence that service provider accredited by National Industrial Training Authority (NITA) has trained private security guards on employment. Confirmation by NITA is required	Provide evidence that security guards on employment have been trained under category 4,5 & 6 of National Industrial Training Authorities (NITA). Attach evidence from NITA
MR 15	Each page of the document must be paginated , serialized and initialized	Each page of the document must be paginated and initialized. Provide one original and two copies of the bid document
MR16	Valid registration and accreditation certificate in current membership certificate	Provide Valid registration and accreditation certificate of

	of Kenya Security Industry Association (KSIA) or Protective Security Industry Association (PSIA)	corporate membership from Kenya Security Industry Association (KSIA), Protective Security Industry Association (PSIA) or Protective & Safety Association of Kenya (PROSAK)
MR 17	New	Must provide license issued by Communication Authority of Kenya (CAK) for VHF or HF Radio Communication Systems
MR 18	New	Provide evidence of Insurance cover of kshs.10,000,000 and WIBA (Work Injury Benefits Insurance) policy of kshs10,000,000.
MR 19	New	Must provide evidence of presence in the former 8 provinces in Kenya (Nyanza, Western, Coast, Central, Eastern, North Eastern, Rift Valley) with valid VHF Radio frequencies and alarm transmitters licenses from CAK

B. TECHNICAL CRITERIA

	PREVIOUSLY	AMMENDED AS
3	Attach a copy of payroll for the last five months (December, January, February, March and April) each month one mark	Provide evidence of having employed at least fifty (50) security guards at any given time. Attach a copy of payroll for the last three months (March, April and May 2019) 3months- 5 marks 2months -3 marks 1 month - 2marks
4		<p>Key personnel 10mks Operational Manager. Graduate in security management, social science or any degree in security related courses (5marks) Attach copies of certificates and resume</p> <p>Diploma Holder in security management, social science or any qualification in security related courses (3marks) Attach copies of certificates and resume</p>

		Certificate holder in security management social science or any qualification in security related courses (2Marks) Attach copies of certificates and resume
7		Attach trainees certificates for 10 instructors/supervisors currently in the firm's employment. The guards should have training in the following areas; Threat Identification, Emergency and Distress Response, Rescue, Evacuation, First Aid, Firefighting and Safety Customer Care, Knowledge in CCTV and automated alarm systems.
8		Refer to MR 15

C) Technical Criteria (Previously)

Only bidders who score 75% and above will be subjected to financial evaluation. Those Who score below 75 % will be eliminated at this stage from the entire evaluation process and will not be considered further.

Amended

Only bidders who score 75% and above will be subjected to financial evaluation. Those Who score below 75 % will be eliminated at this stage **and will not proceed to financial**

3. FINANCIAL SCORE (F.S.) - Previously

Financial Evaluation shall involve checking arithmetic errors and Completeness of the financial bids. Tenderers that score 70 % and above under Technical Evaluation on Capacity to deliver the contract will be ranked and the lowest evaluated will be awarded the tender.

Amended

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Financial Evaluation shall involve checking arithmetic errors and Completeness of the financial bids. Tenderers who score **75%** and above under Technical Evaluation on Capacity to deliver the contract will be ranked and the lowest evaluated will be awarded the tender.

(D) SCOPE OF WORK

The Commission desires to deploy private security guards to TSC head office to provide guarding services on 24-hour basis. The Commission will require eleven (11) guards per working day and six (6) guards for weekends and public holidays and 3 guards for night duty throughout which sums up to 14 guards. In addition, the Commission may require security guards/security dogs on temporary basis as and when required.

	DAY	NIGHT	TOTAL
WEEKDAYS	11	3	14
WEEKEND/PUBLIC HOLIDAYS	6	3	9

(D) CONTRACT PERIOD

- (i) The contractor is expected to provide 14 guards NOT 13 guards
- (ii) The contract period shall be from 1st September 2019 to 31st August 2020.

(E) PRICE SCHEDULE

i) Third column- Total amount for 13 guards per month should be deleted and instead insert, Total amount for 14 guards per month

ii) Temporary Requisition of service as and when required.

Description of Service	Cost of one guard per hour on temporary requisition inclusive of VAT (kshs.)	Cost of one dog and handler per hour on temporary requisition inclusive of VAT (kshs.)	Total Amount inclusive of VAT (kshs.)

2. TSC/T/002/2020 -- PROVISION OF SECURITY SERVICES AT 27 TSC COUNTY OFFICES AND 7 SUB-COUNTY OFFICES IN KENYA

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	serialized and initialized	copies of the bid document
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MR 18	New	Provide evidence of Insurance cover of kshs.10, 000,000 and WIBA (Work Injury Benefits Insurance) policy of kshs10,000,000.
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(D) SCOPE OF WORK

Add "Murang'a County" in the list of Counties.

(D) CONTRACT PERIOD

ii) The contract period shall be from **1st September 2019 to 31st August 2020.**

COMMISSION SECRETARY/CHIEF EXECUTIVE