



6<sup>th</sup> May 2020.

To All Bidders,

**ADDENDUM 1/2020**

Prequalification No.	Description	Category
IEBC/PRQ/01/2019-2020	Provision of Legal Services	Open to All

**RE: ADDENDUM/CLARIFICATION OF TERMS OF REFERENCE/REQUIREMENTS**

Pursuant to Section 75(1) of The Public Procurement and Asset Disposal Act, 2015 on modifications to tender documents, the Commission wishes to make the following amendment/clarifications to the afore-mentioned pre-qualification document as indicated below:

**PREQUALIFICATION NO: IEBC/PRQ/01/2019-2020-PREQUALIFICATION FOR PROVISION OF LEGAL SERVICES**

S/NO	PREVIOUS	AMENDMENTS/CLARIFICATIONS
1.	<p><b>1.8 : Professional Qualifications</b></p> <p>Paragraph 3 - Law firms must have been in active provision of legal service for a period of not less than ten (10) years since its inception.</p>	<p>Law firms must be able to demonstrate active provision of legal service since its inception.</p> <p>This requirement is further waived from mandatory requirements.</p> <p>At the technical evaluation the business portfolio will provide basis for the award of marks.</p>
2.	<p><b>1.9 : Professional Insurance Indemnity</b></p> <p>They must have taken out a Professional Insurance Indemnity from a reputable insurance company whose cover value must not be less than Kenya Shillings one Hundred Million (Kshs. 100,000,000).</p>	<p>MUST show proof of Indemnity Cover which shall be:</p> <ul style="list-style-type: none"> <li>a) Denominated in Kenya Shillings or in other freely convertible currency.</li> <li>b) Issued by an Insurance Company located in Kenya and registered by an Insurance Regulatory Authority.</li> <li>c) Valid at closing date of Tender.</li> <li>d) Be updated and valid at all times for period of engagement and rendering of services to the Commission.</li> </ul>

3.	<b>Evaluation Matrix</b> <b>a.</b> Value of professional indemnity cover (attach evidence)	Parameter on maximum amount reflected as over Kshs.100 Million does not apply.  Award of 5 marks on proof of valid indemnity cover.
	<b>b. Capacity of the firm - (Attach CVs of key personnel proposed for administration and execution of legal briefs. The CVs should be prepared according to the format provided in this document)</b>	Parameter to include Sole proprietors' CVs; and marks awarded – 10 Marks

The clarifications/amendments form part of the bidding document and are binding on all bidders. All other terms and conditions of the tender remain the same. Bidders who have already downloaded the bidding documents are required to acknowledge the receipt of this clarification with immediate effect. The tender closing date and the opening remains 12<sup>th</sup> May, 2020 on 5<sup>th</sup> Floor, Anniversary Towers, University Way.



MARJAN HUSSEIN MARJAN  
 Ag. COMMISSION SECRETARY/CEO

address: Anniversary Towers, 6th Floor, off University Way, P.O Box 45371-00100 Nairobi, Kenya  
 phone: +254 (0) 2769000, fax: +254 (0) 20 2219185, email: info@iebc.or.ke, website: www.iebc.or.ke