



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

“Promoting Professionalism in Supply Chain Management”

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All enquiries must be addressed to the CEO

When replying please quote **Ref: KISM/CEO/SCM/VOL.1/044**

25th February, 2024

TO ALL PROSPECTIVE BIDDERS

Dear Sir/Madam,

RE: ADDENDUM NO. 1 TENDER DOCUMENT FOR PROVISION OF AIRTICKETING SERVICES UNDER FRAMEWORK CONTRACT FOR A PERIOD OF ONE YEAR, RENEWABLE ONCE SUBJECT TO PERFORMANCE. - KISM/TEN/02/2024-2025

The following amendments are made to the specified provisions of the Tender document for the provision of approved issued/guaranteed fund services.

Relationship with the Principal Tender Document

Save where expressly amended by the terms of this Addendum, the Principal Tender Document shall continue to be in full force and effect. The provisions of this Addendum shall be deemed to have been incorporated in and shall be read as part of the Principal Tender Document.

Item	Question by Tenderer	Clarification
1.	Please clarify-Since there is <u>NO price schedule</u> given in the tender document what figure will we fill in, in the <u>FORM OF TENDER</u> . OR are we just filling a form of Tender other details and leaving out the figure bit. NOTE THAT in the tender document page 72 of 116 to 77 of 116 the pages where the <u>price schedule</u> should have been are <u>ALL blank</u> .	Bidders shall use the attached Price Schedule/Form of Tender format to submit their Prices document to be filled to be attached under form of tender. The number and identification of lots (contracts) comprising this ITT is: Lot 1: Air ticketing services for Domestic Air Travel (within Kenya) Lot 2: Air ticketing services for Regional Air Travel (within Africa) Lot 3: Air ticketing services for International Air Travel (Outside Africa)

All other terms and conditions remain as per the principal tender document

Yours faithfully,

Chilion Ogol

A.g Deputy Director Supply Chain Management

PRICE SCHEDULE

Tender Number: NO. KISM/TEN/02/2024-2025

NAME OF TENDER: PROVISION OF AIR TICKETING SERVICES UNDER
FRAMEWORK CONTRACT FOR A PERIOD OF ONE YEAR RENEWABLE ONCE
SUBJECT TO PERFORMANCE (RESERVED FOR WOMEN- AGPO GROUP)

THE SPECIATION'S & PRICED ACTIVITY SCHEDULES-MUST BE FILLED BY TENDERER

Date: _____, ITT No: _____, Alternative No: _____ Page No _____ of _____						
1	2	3	4	5	6	7
Lot No	Description of Services	Unit	Delivery Date	Quantity and physical unit	Unit price: Fixed Service Charge/ Commission for contract for every ticket to be issued on availability of flights (VAT Inclusive if applicable)	Total Price per Service (Col. 5*6)
Lot 1	Return Air ticketing services for Domestic Air Travel (within Kenya)	Economy Class (Service)	As and When Required Basis (AWR)	AWR		
	One Way Air ticketing services for domestic air travel (within Kenya)	Economy Class (Service)	AWR	AWR		
Lot 2	Return Air ticketing services for Regional Air Travel (within Africa)	Economy Class (Service)	AWR	AWR		
	One Way Air ticketing services for Regional Air travel (within Africa)	Economy Class (Service)	AWR	AWR		
Lot 3	Return Air ticketing services for International Air Travel (outside Africa)	Economy Class (Service)	AWR	AWR		
	One Way Air ticketing services for international air travel (Outside Africa)	Economy Class (Service)	AWR	AWR		
Lot Package	(a) Lot 1					
	(b) Lot 2					
	(c) Lot 3					
				Total Tender Price		

Notes:

1. The services will be rendered on need basis through issuance of a Service Order.
2. Payments shall be made at the end of every month within 30 days upon receipt of invoice(s)
3. The invoiced amounts MUST be presented in separate columns indicating various charges among other charges as below:
 - a) Names, destination of travel
 - b) Cost of the ticket as per the airline market rate at the time of issuing the tickets.
 - c) Service charge of the ticket
 - d) Taxes (VAT)
 - e) Total cost

Bidders Signature

Date.....

Official Rubber Stamp