



# KENYA INSTITUTE OF SUPPLIES MANAGEMENT

*"Promoting Professionalism in Supply Chain Management"*

KISM Towers, 12th Floor Ngong Road | P.O. Box 30400-00100, Nairobi, Kenya  
Tel: +254 111 024 800 | Email: admin@kism.or.ke | Website: www.kism.or.ke

All enquiries must be addressed to the CEO  
When replying please quote Ref: KISM/CEO/SCM/VOL.6/051

4<sup>th</sup> February, 2025

TO ALL PROSPECTIVE BIDDERS,

Dear Bidders

**ADDENDUM NO. 2 TENDER DOCUMENT FOR SUPPLY AND DELIVERY OF GENERAL OFFICE CONSUMABLES ON FRAMEWORK AGREEMENT FOR A PERIOD OF (ONE YEAR), RENEWABLE ONCE SUBJECT TO PERFORMANCE. - KISM/TEN/05/2025-2026**

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 the Tenderer	Clarification
1.	<b>ITT 16.2 (a)</b> Manufacturer's authorization is: Mandatory (Local Manufacturer's authorization addressed to Kenya Institute of Supplies Management and referenced to this tender	We are withdrawing the requirement for Manufacturer's authorization since the items are manufactured by a variety of firms and it is impractical to get one authorization for all
2.	<b>T4 Sound financial ability</b> Attach a good standing letter of credit for (Kshs.100,000) addressed to the Kenya Institute of Supplies Management from your bank ( <b>10Marks</b> )	This requirement is being replaced by evidence of 5 past assignments. (LPO's, LSO's or contracts) <b>2Marks</b> for each different assignment's evidence
3.	<b>Closing date</b>	The tender Closing date has been rescheduled to <b>Tuesday 11<sup>th</sup> February, 2025 at 10:00am</b>

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

Yours

  
Mr. Kenneth Matiba MBS, MKISM  
**SECRETARY/CHIEF EXECUTIVE OFFICER**

**Bidders Signature** .....

**Date** .....

**Official Rubber Stamp** .....