



# 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.6/064**

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

**TO ALL PROSPECTIVE BIDDERS**

Dear *Bidders,*

**RE: ADDENDUM: TENDER DOCUMENT FOR SUPPLY AND DELIVERY OF GIVE-AWAYS ON FRAMEWORK AGREEMENT FOR A PERIOD OF (1) YEAR, RENEWABLE ONCE SUBJECT TO PERFORMANCE. -KISM/TEN/07/2025-2026**

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	Component of the Document	Clarification			
1.	<b>Additional Give-away Items-</b> as per the user departments' comprehensive requisition	We are adding the following items to the original list on the tender document as captured below;			
		<b>No.</b>	<b>Category</b>		
			<b>Women</b>	<b>Youth</b>	<b>PWD's</b>
		1	Gym bags	Laptop bags	Polo T-shirts
		2	Puffy jackets	Mini-travel bags	Umbrella
		3	Fleece blankets	Thermo bottles	Shirts/Blouse
4		Thermo Mugs			
		<b>(All items are as per samples provided)</b>			
2.	<b>Site Visit-</b> Not in the original tender document	We are including a sample viewing date as 18 <sup>th</sup> February, 2025			
3.	<b>Tender Submission Deadline</b>	The tender submission deadline has been rescheduled to <b>Friday, the 28<sup>th</sup> of February, 2025.</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** .....