



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.12/061**

16th March, 2026

TO ALL PROSPECTIVE BIDDERS

Dear 

RE: ADDENDUM - CALL-OFF OF FRAMEWORK CONTRACT FOR FIXED PRICE TENDER FOR SUPPLY AND DELIVERY OF GENERAL OFFICE STATIONERY UNDER A FRAMEWORK AGREEMENT FOR A PERIOD OF ONE (1) YEAR- (TENDER NO. KISM/TEN/06/2026-2027)

This Addendum is issued to provide clarification to bidders regarding specific items in the tender document and to notify all prospective bidders of the revision of the tender submission deadline.

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.	Item No. 80 - Notebooks Spiral	These notebooks shall be BRANDED with the KISM logo. Bidders are required to include the cost of branding in their quotations
2.	Item No. 81 - Notebooks Perfect Bound	These notebooks shall be BRANDED with the KISM logo, Colors as per KISM Standards -Sample provided. Bidders are required to include the cost of branding in their quotations
3	Item No. 120 - Packing Tape	The packing tape shall not be branded and therefore bidders expected to provide standard Packaging Materials /Tape
4	Tender Submission Deadline	The tender submission deadline has been extended due to the initially scheduled date (Friday 20th March, 2026) falling on a public holiday. The new tender submission and opening date shall be Monday, 23rd March, 2026 at the time specified in the tender document

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

