



**Centre for Mathematics, Science and Technology Education in Africa
CEMASTE**

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Kenya

Ref No: CEM/PROC /VOL.VII/011

Date: 31st March, 2023

To all bidders,

ADDENDUM NO. 1

1. ALL TENDERS

- a. Reference is made to the advertisement of **all** the tenders published on the 21st of March, 2023. The tender closing date has been extended from **5th April, 2023** at 11:00 am to **12th April, 2023 at 11:00 am**.
- b. The mandatory criteria stated below in **all** tenders will **not** apply in the mandatory evaluation:
 - Submit the tender document in the format provided. Mutilation of the tender document will lead to automatic disqualification.
- c. The following will be additional mandatory requirements in **all** tenders:

Mandatory Requirement	Responsive or Not Responsive
Arithmetical errors shall be considered as a major deviation and bidders with arithmetical errors will be non - responsive	
Past performance (attach past performance appraisals or recommendation letters that shall state the level of satisfaction from at least 2 corporate clients for similar goods/services/works) <i>This will be verified at due diligence</i>	
Beneficial ownership and disclosure information form should not be filled at the point of submitting the tender. However, a written declaration should be provided stating that the bidder will duly	



ISO 9001:2015 CERTIFIED

fill the form in the format provided before contract signing.

**2. TENDER NAME: PROVISION OF HOTEL ACCOMODATION AND
CONFRENCING FACILITIES
TENDER NUMBER: CEMASTEА/HTL/024/2023**

Schedule of requirements (section v) page 76 **should be** as below:

No	Description	Details	Unit Cost Kshs VAT Exclusive	Unit Cost Kshs VAT Inclusive	Category of Hotel (Star Level) e.g One Star/Two Star/ Three Star/Four Star or Five Star	County of Operation e.g Nairobi County, Kiambu County, Garissa County e.t.c
	Provision of Accommodation services	Full Board per person (Standard room)				
		Bed and Breakfast only per person (Standard room)				
		Half Board per person (Standard room)				
2	Provision of Conference facilities with Public address system, flip charts and LCD (Projector).	Full Day per Person (Inclusive of 2 waters, two teas, buffet lunch, writing materials, mints)				
		Half day per person Inclusive of 2 waters, two teas, buffet lunch, writing materials, mints)				
	Related additional services	Printing and photocopying services <ul style="list-style-type: none"> • Color 				



		<ul style="list-style-type: none"> Black & white 				
		Break away rooms per day				
		Public Address System.				
		LCD (Projector).				
	Provision of Eatery facilities only	Buffet Lunch only per person per day				
		Buffet Dinner Only Per Person per day				
		Full Breakfast only per person per day				

3. TENDER NAME: PROVISION OF COMPREHENSIVE CLEANING SERVICES

TENDER NUMBER: CEMASTEА/CLE/004/2023

and

TENDER NAME: PROVISION OF SECURITY SERVICES

TENDER NUMBER: CEMASTEА/SEC/001/2023

- The minimum wage for the tenders stated above will be as required by the law as per the Kenya Gazette supplement No. 114 released in the year 2022.
- Training certificates for **provision of comprehensive cleaning services shall** be in Housekeeping, Hospitality, or an equivalent and relevant qualification.

4. For **SUPPLY AND DELIVERY OF STATIONERY**, tender number **CEMASTEА/STA/020/2023** will have additional items in the schedule of requirements as below:

Description of Goods	Physical unit/Unit of Measure	Quantity Projected usage
Small size trophies	Pieces	100
Medium size trophies	Pieces	100
Large size trophies	Pieces	100



5. An additional site visit date has been set for **Wednesday 5th April, 2023** from **10:00am** for all tenders that require a site visit.
6. The audited accounts **must** be certified by the auditor and not the audit firm.
7. Where applicable, the evidence for the audited the accounts, **shall** be for the years 2019, 2020 and 2021 and not 2020, 2021 and 2022.



Jacinta L. Akatsa, HSC
CHIEF EXECUTIVE OFFICER

