



KENYATTA NATIONAL HOSPITAL

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Ref: KNH/SCM/ADM.43/02

Date: 3<sup>rd</sup> May , 2024

**ADDENDUM: 2**

**RE: ADDENDUM TO TENDER NO:**

KNH/T/1A/2024-2026- SUPPLY AND DELIVERY OF PHARMACEUTICALS,  
KNH/T/1B/2024-2026- SUPPLY AND DELIVERY OF PHARMACEUTICALS,  
KNH/T/1C/2024-2026- SUPPLY AND DELIVERY OF PHARMACEUTICALS,  
KNH/T/1D/2024-2026- SUPPLY AND DELIVERY OF PHARMACEUTICALS  
KNH/T/1E/2024-2026- SUPPLY AND DELIVERY OF PHARMACEUTICALS

**To: ALL BIDDERS**

Pursuant to the Public Procurement and Asset Disposal Act section 75 and its attendant Regulations 2020 and Clause 7 on Amendment of Tender Documents, the Hospital wishes to make the following amendments/clarifications;

#### **SECTION VII: EVALUATION CRITERIA**

The Tender Evaluation Criteria in the tender document has **COMPLETELY** been **expunged** and **replaced** with;

**Evaluation on bids will be conducted at three stages**

**Stage 1 Preliminary Evaluation Stage**

<b>Completeness and Responsiveness Criteria</b>	<b>Requirement</b>
1. Form of Tender	<i>Must submit dully filled form of tender on company letterhead, signed and stamped in the prescribed format in the tender document. (Attach power of attorney where applicable)</i>
2. Tenderer's Eligibility Confidential Business Questionnaire	<i>Duly filled, signed and stamped</i>
3. Certificate of Independent Tender Determination	<i>Duly Filled, Stamped and Signed</i>
4. Self-Declaration on Debarment (PPAD ACT 2015)	<i>Duly Filled, Stamped and Signed</i>

<b>Completeness and Responsiveness Criteria</b>	<b>Requirement</b>
5. Self-Declaration on Corruption/ Fraudulent Practices	<i>Duly Filled, Stamped and Signed</i>
6. Declaration and Commitment to the Code of Ethics	<i>Duly Filled, Stamped and Signed</i>
7. Tenderer Information Form	<i>Dully filled as per the <b>Tenderer Information form (attach organizational chart and list of board of Directors (CR12 or CR13) where applicable</b></i>
8. Serialization	<i>The bid document Must be chronologically and sequentially serialized i.e., 1,2,3,4...back to back including the original tender document and the table of content</i>
9. Tax Compliance Certificate	<i>Provide valid tax compliance certificate</i>
10. Certificate of Incorporation	<i>Provide Copy of certificate</i>
11. Bid bond	<i>Attach Original Bid bond of at least <b>Ksh. 150,000/=</b> valid for a period of 149 days from date of tender opening</i>
12. Original/Copy of Bid Document	<i>Must submit two <b>Tender Documents (Original and Copy)</b> spiral/book bound</i>
13. Written Declaration by all Companies/ Institutions that that neither of their Directors have participated in the same Tender as Individual Tenderers, Joint Venture, Sole Proprietor or as a subcontractor	<i>Attach copy of declaration signed and stamped by the person authorized to sign the Tender</i>
14. Power of Attorney	<i>Attach Power of Attorney for company with more than one director</i>
15. Bank Details Form	<i>Duly signed and stamped by both the Tenderer and the Bank as per the format provided</i>
16. Tenderer Data Consent Form	<i>Duly Filled, Stamped and Signed as per attached form</i>
17. Trade License	<i>Attach Valid Copy of Trade License or Evidence of renewal from relevant County Government</i>
18. Wholesale dealers license and/ or manufacturer	<i>Provide Wholesale dealers license and/ or manufacturer license where applicable</i>
19. Practice License of the Superintendent pharmacist	<i>Provide Current Annual Practice License of the Superintendent pharmacist</i>
20. Premises registration certificate	<i>Premises registration certificate by the Pharmacy and Poisons Board</i>

**Documentary evidence in form of copies must be provided for the requirements stated above. 100% compliance will be required to proceed to next evaluation stage. Failure to provide ANY of the requirements leads to disqualification.**

## Stage 2- Product evaluation

- a) **Tenderers must submit samples that meet technical specifications and representing the products quoted for in all characteristics in original packaging, bearing the original label, package insert and product monograph and a summary of relevant product characteristics. The following will be evaluated at this stage where applicable:**
1. Regulatory Approval – (Includes annual retention certificates, Import licenses at the time of delivery of the products (for orphan medicines only), Or any other approvals from Pharmacy and Poisons Boards for import of the product.
  2. International non-proprietary name [INN] or British Approved Name [BAN]
  3. Acceptable compendia or monograph (BP, USP, French VIPAL, International Pharmacopoeia, Innovator products) where applicable
  4. Name & address of manufacturer
  5. Pharmaceutical formulation, strength of active ingredients & unit of issue
  6. Batch number, manufacture & expiry dates
  7. Storage requirements
  8. Direction for use including route of administration, instructions for reconstitution, dilution & stability information in English
  9. Integrity of external & internal packages, labels & closures
  10. Dispensing measures, accessories & ease of use
  11. Consistency & uniformity of formulation & colour
  12. Marketing authorization – for medicines with import licenses, that can be used as marketing authorization in our market.
  13. No documented poor-quality report

### **Samples must:**

- i. Not be expired within the tender validity period
- ii. Be the actual presentation of the product to be supplied.

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| iii. | Have a plain label bearing the tender number and product code as indicated in the price schedule. |
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<b>Original information literature, complete and in English language, must accompany each product</b>
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**Bidders will be required to submit samples during the tender evaluation period after the preliminary stage. The Hospital will give communication on sample submission.**

**Stage 3: Price Evaluation/Financial Evaluation Stage**

Responsive Bidders in the **Product evaluation** stage shall proceed to financial evaluation. Financial Evaluation shall involve checking arithmetic errors and completeness of the financial bids. Financials will be ranked and award shall be to the lowest evaluated bidder. The lowest evaluated tenderer will be awarded a contract for that Lot, provided the tenderer meets the Eligibility and Qualification Criteria.

The award criteria for our tenders is to the lowest bidder in price with acceptable sample, where applicable.

Tender Opening and Closing date **REMAIN** as earlier communicated ie 8<sup>th</sup> May, 2024.



**Rose M. Njoroge, OGW**  
**FOR: CHIEF EXECUTIVE OFFICER**