



National Drought Management Authority

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KENYA

30th April, 2021

ADDENDUM No. 1: TENDER FOR THE PROVISION OF GUARDING AND SECURITY SERVICES, TENDER No. NDMA/11/2021 – 2022

Reference is made to tender advertisement that appeared in MyGov Publication of 20th April, 2021 following various requests for clarifications by interested bidders, the Authority has made an addendum for the tender.

Prospective tenderers are therefore requested to visit the website www.ndma.go.ke to inspect and download the addendum to the Principal Tender Document. The clarification being sought by the bidders were missing forms vis:

- a) Format for Registration
- b) Integrity Declaration Form and
- c) Litigation History Form

The tender closing date remains Wednesday 5th May, 2021 at 10:30am as earlier advertised. All the forms are now attached hereunder.

All other terms and conditions of the tender aforementioned remain as per the principle Tender Document.

James Oduor
CHIEF EXECUTIVE OFFICER

**REGISTRATION FORM FOR TENDERERS/BIDDERS WHO
DOWNLOAD TENDER DOCUMENTS**

**TENDER FOR THE PROVISION OF SECURITY GUARDING
SERVICES**

Tender No. NDMA/11/2020 - 2021

NOTE: Please provide your details below for purposes of communication in case you download this tender document from Treasury Supplier Portal or NDMA website.

Name of the firm:

.....

Postal Address:

.....

Telephone Contacts:

Company email address:

Contact Person:

Once completed please submit this form to the email below;

supplychain@ndma.go.ke

Integrity Declaration

UNDERTAKING BY TENDERER ON ANTI – BRIBERY POLICY / CODE OF CONDUCT AND COMPLIANCE PROGRAMME

1. Each Tenderer must submit a statement, as part of the Tender documents, in either of the two given formats which must be signed personally by the Chief Executive Officer or other appropriate senior corporate officer of the Tendering company and, where relevant, of its subsidiary in the Kenya. If a Tender is submitted by a subsidiary, a statement to this effect will also be required of the parent company, signed by its Chief Executive Officer or other appropriate senior corporate officer.
2. Tenderers will also be required to submit similar No-bribery commitments from their subcontractors and consortium partners; the Tenderer may cover the subcontractors and consortium partners in its own statement, provided the Tenderer assumes full responsibility.
3.
 - a) Payment to agents and other third parties shall be limited to appropriate compensation for legitimate services.
 - b) Each Tenderer will make full disclosure in the Tender documentation of the beneficiaries and amounts of all payments made, or intended to be made, to agents or other third parties (including political parties or electoral candidates) relating to the Tender and, if successful, the implementation of the contract.
 - c) The successful Tenderer will also make full disclosure [quarterly or semi- annually] of all payments to agents and other third parties during the execution of the contract.
 - d) Within six months of the completion of the performance of the contract, the successful Tenderer will formally certify that no bribes or other illicit commissions have been paid. The final accounting shall include brief details of the goods and services provided that they are sufficient to establish the legitimacy of the payments made.
 - e) Statements required according to subparagraphs (b) and (d) of this paragraph will have to be certified by the company's Chief Executive Officer, or other appropriate senior corporate officer.
4. Tenders which do not conform to these requirements shall not be considered.
5. If the successful Tenderer fails to comply with its No-bribery commitment, significant sanctions will apply. The sanctions may include all or any of the following:
 - a) Cancellation of the contract;
 - b) Liability for damages to the public authority and/or the unsuccessful competitors in the Tendering possibly in the form of a lump sum representing a pre-set percentage of the contract value (liquidated).
6. Tenderers shall make available, as part of their Tender, copies of their anti-Bribery Policy/Code of Conduct, if any, and of their-general or project - specific - Compliance Program.

7. The Government of Kenya has made special arrangements for adequate oversight of the procurement process and the execution of the contract, and has invited civil society and other competent Government Departments to participate in the oversight. Those charged with the oversight responsibility will have full access to all documentation submitted by Tenderers for this contract, and to which in turn all Tenderers and other parties involved or affected by the project shall have full access (provided, however, that no proprietary information concerning a Tenderer may be disclosed to another Tenderer or to the public).

ANTI-CORRUPTION DECLARATION COMMITMENT/ PLEDGE

I/We/Messrs.....

of Street, Building, P O Box.....

.....

Contact/Phone/E mail.....

declare that Public Procurement is based on a free and fair competitive Tendering process which should not be open to abuse.

I/We

declare that I/We will not offer or facilitate, directly or indirectly, any inducement or reward to any public officer, their relations or business associates, in connection with

Tender/Tender No

for or in the subsequent performance of the contract if I/We am/are successful.

Authorized Signature.....

Name and Title of Signatory.....

1. FORM 20: PENDING LITIGATION AND ARBITRATION

[The Bidder shall provide details of all pending litigations and arbitrations using the following form]

Year	Other Party	Cause of Dispute	Amount involved (KES)

I certify that the above information is correct and we have provided all information regarding all pending litigations and arbitrations without exception.

.....
Title

.....
Signature

.....
Date