



Dear Sir / Madam,

22nd May 2026

TENDER ADDENDUM NO. 1

TENDER NO: ONT/KDC/044/2025-2026

TENDER NAME: PROVISION OF GROUP LIFE INSURANCE SERVICES

In reference to the above-mentioned tender, the following clarifications are made to the specified provisions of the Tender Document:

1. Tender Data Sheet (TDS):

ITT Reference	A. General
ITTL1	The Tender reference number(ITT) is: ONT/KDC/044/2025-2026 The procuring Entity is : Kenya Development Corporation The name of the ITT IS: Provision of Group Life Insurance Services

2. MANDATORY/ PRELIMINARY REQUIREMENTS NO. 8:

Provide copies of audited financial statements for the last Two years (from 2023 to 2024) signed by Director (s), certified and signed by the Auditor (If a bidder is a broker, provide for both the firm and the underwriter). The Auditors/ Audit Firm must attach valid ICPAK Practicing license for the respective years which will be verified through ICPAK Portal

3. TECHNICAL EVALUATION CRITERIA No. 5:

Bidders Claims settlement ability (Value of claims Recently paid for Insured Risks)

- Provide evidence of claim recently paid for Risks of relevant class of policies for at least **three** Corporate clients for the year **2024** (Attach Valid proof.) (5 Points each) **Note - Brokers to provide for the proposed Underwriter**

Total annual claims paid in the previous year:

- Total annual claims paid in the previous year:
- Above 100M(10Points)

- 50M to 100M -(7Points)
- 20M - 50M(4 Points)
- Below100Million (2Points)

Reference: Books of Accounts and IRA 2024 Industry Report

4. TECHNICAL EVALUATION CRITERIA No. 4 (1):

Specific Bidders Strength to the Classes of Cover as per the Schedule of Requirements

Group Life Assurance Annual Premiums Trend for the Year 2025 (Attach certified extract of IRA Industry Annual Year 2025 (17 Points)

- Group Life Assurance Premium - Above Kes 2.0Billion - 17Marks
- Group Life Assurance Premium –Kes 1.5 Billion to Kes 2.0Billion -13Marks
- Group Life Assurance Premium of kes 1 Billion to Kes 1.5 Billion - 9 Marks.
- Group Life Assurance Premium of Between Kes 500 Million to 1.0 Billion -5Marks
- Group Life Assurance Premium of Below Kes 500 Million -2 Mark

Reference: IRA 2024 Industry Report

5. TECHNICAL EVALUATION CRITERIA No. 4 (2):

Clients:

Certified List of **at least five (5)**, Two Must be from public Sector. Corporate Clients with references (names and telephone of contact persons) and Certified Copies of LPO/Contract for provision of Group Life for the **last three years** from the Year 2022 to 2025 (**5 contracts**). The insurance portfolio handled for each of the clients must be more than **5 million shillings per year (Kshs. 5,000,000.00)**. (4 Marks per client)

6. TECHNICAL EVALUATION CRITERIA No. 5:

Human Resource Capability:

Bidders are required to Provide Professional qualifications and experience of key personnel to demonstrate Human resource capability

Qualification and experience of at least 3 Key staff proposed for the assignment:

I. Team leader - Principal Officer (ONE):

- Relevant degree/Postgraduate degree
- A post graduate qualification in any field; Professional Qualification in



insurance, must possess ACII/AIHK/LOMA and 5 years' experience in insurance industry.

Appointment Letter from IRA(11 Marks)

- II. **Other Key Staff (THREE):** A post graduate qualification in any field; Professional Qualification in insurance, must possess ACII/AIHK/LOMA or any other relevant qualifications and 5 years' experience in insurance industry and 5 years' experience in insurance industry. (3 marks each)

-Relevant degree/Postgraduate degree

-A post graduate qualification in any field;

Note

Attach CV and confirmation of membership from the relevant Insurance professional bodies.

For Each staff please attach their certified and signed CVs and copies of certificates with copies of both academic and professional qualifications.

The Principal officer MUST be an appointed officer as per the Insurance ACT, Attach certified copy of appointment from Insurance Regulatory Authority (IRA)

7. EXTENSIVE CLAUSE SECTION B NO. 4:

The accumulation limit of KES 400 million has been expunged and excluded:

4. Accumulation limit -

All other terms and conditions of the tender remain unchanged.

Thank you.

Yours faithfully,

For: **KENYA DEVELOPMENT CORPORATION LTD**

JOSEPH WAKA

FOR: DIRECTOR GENERAL