



KENYA PETROLEUM REFINERIES LIMITED

REF: KPRL/OT/024.010/2024-2025

Date: 19th November 2024

TO ALL BIDDERS:

CLARIFICATION NO 1: PROVISION OF CANTEEN MANAGEMENT SERVICES

We refer you to the above.

We would like to make the following clarifications: -

ITEM	QUERY RAISED	CLARIFICATION PROVIDED
1.	Kindly clarify the 150 mixed tea (cup) is for both morning and afternoon.	The 150 mixed tea (cup) is for morning and 150 mixed tea (cup) is for afternoon. Total per day is 300 cups. Please see attached revised price schedule.
2.	Kindly clarify whether the service provider will be responsible for provision of cooking gas, cutlery, cookers, cups, mugs and other kitchen equipment	The service provider will be responsible for; Provision of sufuria, cutlery, tea urns, refilling of cooking gas, trollies for moving food items, cups, mugs, flasks, spoons, saucers, special flasks and cups for meetings and other kitchen utensils KPRL will in turn be responsible for; 1. Provision of furniture for canteen 2. Supply and maintenance of cookers 3. Provision of the empty gas cylinders
3.	Kindly requesting clarification on the following 1. Qualifications and experience of personnel: - For members of staff who were not given NHIF and NSSF cards during their applications, are their NHIF and NSSF numbers applicable? - For members of staff who have	Bidders to submit NHIF & NSSF registration/membership details for their proposed personnel. Proof of application for certificate of good conduct will suffice



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	recently applied for a certificate of good conduct, are their respective invoices/proof of application applicable?	
4.	Pricing schedule - Kindly clarify on the specific number of days for the monthly rate and on the no. of cups i.e is 150 the number of members to be served or the number of cups.	Tea will be served on Monday to Friday. i.e 5 days per week 300 cups of mixed tea per day (150cups in the morning & 150cups in the afternoon) Any extra cup of tea shall be billed separately

All other terms and conditions of the tender remain the same.

JANETTE MUTIMBIA
FOR: CHIEF EXECUTIVE OFFICER

REVISED TABLE II: MONTHLY RATE

No	ITEM DESCRIPTION	QUANTITY	UNIT PRICE (KES)	TOTAL PRICE (Monthly) (KES)
1.	MIXED TEA (CUP)	300 (per day)		
2.	SALARY FOR SUPERVISOR	1		
3.	SALARY FOR EMPLOYEES	6		
Sub-Total A (KES)				
Add Levy Order (0.03%) of the subtotal				
Add VAT (16%) of the subtotal				
GRAND TOTAL inclusive of all taxes (KES)				

NOTE: TRANSFER THIS GRAND TOTAL TO THE FORM OF TENDER

NOTE:

- 1) Tea will be served on Monday to Friday. i.e 5 days per week.
- 2) The rates quoted for Table I & III are exclusive of vat & levy order
- 3) The monthly rate quoted for Table II are inclusive of vat & levy order
- 4) The rates shall remain valid and unchanged during the period of the contract

Date:.....

Signature & Stamp: