



## KENYA SUGAR RESEARCH AND TRAINING INSTITUTE

22<sup>ND</sup> MAY, 2026

TO ALL INTERESTED/ELIGIBLE BIDDERS

DEAR ALL

### **ADDENDUM No.1**

**TENDER NO: KESRETI/RFP/002/2025-26**

**TENDER NAME: PROVISION OF CONSULTANCY SERVICES FOR THE PROJECT  
DESIGN FOR CONSTRUCTION OF TRAINING CENTRE AND HOSTELS**

Kenya Sugar Research and Training Institute (KESRETI) would wish to bring to your attention to the following clarifications

<b>BIDDERS QUESTION</b>	<b>KESRETI CLARIFICATION</b>
PROFESSIONAL INDEMNITY COVER	Professional Indemnity cover is activated at the contracting stage and not during the tendering stage. It will be applicable to the successful tenderer.
<b>CONSULTANT ELIGIBILITY AND QUALIFICATIONS</b>	<b>Eligibility</b> The assignment is open to qualified and registered consultancy firms or individual consultants eligible to operate in Kenya. <ul style="list-style-type: none"><li>• The Consultant must be duly registered with the relevant</li></ul>

professional and regulatory bodies in Kenya.

### **Minimum Qualifications and Experience**

The Consultant shall meet the following minimum requirements:

1. The Lead Consultant must possess a Bachelor's Degree in any of the following disciplines from a recognized institution:
    - Architecture;
    - Quantity Surveying;
    - Civil/Structural Engineering; or
    - A related discipline from a recognized institution.
  - Registration with relevant professional bodies (e.g., BORAQS, EBK, IEK, IQSK) with valid practicing licenses.
  - At least seven (7) years of relevant professional experience in building design and preparation of Bills of Quantities.
  - Proven experience in at least three (3) similar assignments involving training institutions, hostels, or comparable public buildings.
  - Demonstrated capacity to deliver multidisciplinary design services.
  - Proficiency in relevant design and costing software.
3. **Organogram and Technical Capacity**

The organogram to be presented should demonstrate the firm's technical capability to execute the assignment. The submission should include:

- A detailed and complete organizational structure;
- Technical staffing schedule; and

	<ul style="list-style-type: none"> <li>• Reporting arrangements.</li> </ul> <p>The Consultant shall determine its own technical and corporate staffing inputs and levels appropriate for successful execution of the assignment.</p> <p><b>4. Additional Staff Requirements</b></p> <p>Besides the technical staff involved in the project undertaking, the additional staff requested are necessary for implementation of the Social Impact Assessment (SIA) and Environmental Impact Assessment (EIA) compliance requirements. These personnel are critical in identifying, predicting, and managing the potential social, environmental, and cultural impacts of the proposed development project prior to implementation</p>
<b>Drawings</b>	Refer to the Terms of Reference under scope of services

**NOTE:** This clarification/Addendum No.3 forms part of the tender requirements and is binding to all **interested bidders**.

All other details, terms and conditions including **closing date and time remain the same**.

**AG. DEPUTY DIRECTOR, SUPPLY CHAIN MANAGEMENT  
FOR AG. MANAGING DIRECTOR**