



REPUBLIC OF KENYA

THE NATIONAL TREASURY AND ECONOMIC PLANNING

Telegraphic Address: 22921  
Finance - Nairobi  
FAX NO. 310833  
Telephone: +254 2252299  
Website: www.treasury.go.ke  
When Replying Please Quote

THE NATIONAL TREASURY  
P.O. BOX 30007 – 00100  
NAIROBI

Ref: TNT/ONT/ESAAMLG/RFP/002/2024-2025

25<sup>th</sup> July, 2024

RE: ADDENDUM 1 FOR THE TENDER FOR PROVISION OF CONSULTANCY SERVICES FOR THE EVENT MANAGEMENT OF THE 48TH ESAAMLG TASKFORCE FOR THE SENIOR OFFICIALS, THE 24TH COUNCIL OF MINISTERS AND THE 7TH PUBLIC-PRIVATE SECTOR DIALOGUE ON ANTIMONEY LAUNDERING AND COMBATING FINANCING OF TERRORISM (AML/CFT) SCHEDULED FOR 23<sup>RD</sup> AUGUST TO 1<sup>ST</sup> SEPTEMBER, 2024

The National Treasury has issued an addendum to the above issued tender as follows:

S/No	Clarification	Remarks
1.	Tender Closing/ Opening date	Tender Opening / Closing Date remains as Tuesday, 30 <sup>th</sup> July, 2024 at 11.00 a.m.
2.	Terms of Reference – Under Item 1b - <b>Conference reference materials - Production of meeting documents and information materials;</b> -	<b>Bullet 2</b> is corrected to read as follows: <ul style="list-style-type: none"><li>• Prepare and distribute an arrival information pack to participants as directed by the organizing committee and the client</li></ul> <b>Bullet 4</b> is corrected to read as follows: <ul style="list-style-type: none"><li>• Liaise with the venue (<b>M/s Diamonds Leisure Beach and Golf Resort</b>) to set up registration counters.</li></ul>
3.	Terms of Reference – Under Item 3 - <b>Conference coordination and support</b>	<b>Bullet 4</b> is corrected to read as follows: <ul style="list-style-type: none"><li>• Work with the venue to coordinate setting up and dismantling in consideration with procedures and guidelines of <b>M/s Diamonds</b></li></ul>

S/No	Clarification	Remarks
		<p><b>Leisure Beach and Golf Resort of P.O Box 84383 - 80100, Diani, Mombasa (facilities management health and safety, security);</b></p> <p><b>Bullet 7</b> is corrected to read as follows:</p> <ul style="list-style-type: none"> <li>• Arrange and supervise ushers/volunteers for <b>1,500</b> delegates with dedicated conference managers supporting various elements of services provided i.e. audio visuals, transport, ICT, accommodation</li> </ul>
4.	<p>Terms of Reference – Under No 3 – <b>Hospitality and Catering</b></p>	<p><b>Bullet 5</b> is corrected to read as follows:</p> <ul style="list-style-type: none"> <li>• Coordinate VIP Dinner for Council of Ministers and Heads of Delegations (Dhow)</li> </ul> <p>Instead of</p> <ul style="list-style-type: none"> <li>• Coordinate spouses programme</li> </ul>
5.	<p><b>QUALIFICATIONS FOR THE ASSIGNMENT</b></p>	<p>The last sentence is corrected to read as follows:</p> <p>International experience and links are desirable as the Mombasa meeting is an international conference organized by the National Treasury.</p>
6.	<p>As we prepare our bid, we seek clarification on the number of copies to be submitted.</p> <p>On Page 23 (Data sheet 17.5) it says: The Consultant must submit: (a) Technical Proposal: One (1) Original and Two (2) Copies; (b) Financial Proposal: One (1) Original and Two (2) Copies.</p> <p>On Page 27 (Data sheet – Financial Evaluation (Mandatory) it says: Submitted the required number</p>	<p>We clarify that the Consultant must submit:</p> <p>(a) Technical Proposal: One (1) Original and Two (2)Copies; (b) Financial Proposal: One (1) Original and Two (2) Copies.</p>

S/No	Clarification	Remarks
	of copies of the Financial Proposals i.e., one (1) original and Five (5) copies  Kindly clarify the correct number of copies to be submitted for Technical and Financial proposals.	

All other terms and conditions remain the same.

**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES  
FOR: PRINCIPAL SECRETARY/THE NATIONAL TREASURY**