



KENYATTA NATIONAL HOSPITAL
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Ref: KNH/SCM/ADM.43

Date: 23rd January, 2024

ADDENDUM 1

To: ALL BIDDERS

RE: ADDENDUM TO TENDER NO: KNH/T/110/2023-2024 LEASING OF PHOTOCOPIER MACHINES

Pursuant to the Public Procurement and Asset Disposal Act section 75 and its attendant Regulations 2020 and Clause 10 on Amendment of Tendering Document, the Hospital wishes to make the following amendments/clarifications;

1. SCHEDULE FORMS HAS BEEN AMENDED AS SHOWN BELOW:

PRICE SCHEDULE OF SERVICES -

Name of Tender: **LEASING OF PHOTOCOPIER MACHINES**

Tender Number: **KNH/T/110/2023-2024.**

Based on the information contained in the Description of Services, Tenderers should provide a breakdown of costs in the format shown below.

The cost must include a standard monthly rental charge and the rate per page for the indicated monthly volume. The cost should include applicable taxes. Heavy Duty Photocopier Machines QTY 5 (Senior Director Clinical Services, KPCC, Planning and Strategy Department, Human Resource Department and Finance)

Average copies per month 25,000 per machine

Device Type	Less 25,000 page/ month	25,000 pages/month	Over 25,000 pages / month
	(Ksh rate per page)		
Cost per Copy (color)			
Cost per Copy (black & white)			

The Hospital will award contract to a supplier who offers the most competitive rate in both items, each of the consumption categories and monthly rental charge. Cost for paper should not be included. The Hospital will provide printing/photocopying papers.

NB: Monthly rental charge will be Kshs. 5,000.00 per machine.

2. SERVICE LEVEL AGREEMENTS REQUIREMENTS TO INCLUDE THE FOLLOWING:

- 10) There will be a Contract Implementation Committee to monitor the performance of the supplier.
- 11) The supplier to provide stand by black toner cartridges for the five machines.
- 12) The contract will be valid for two (2) years and renewable for one (1) year subject to satisfactory performance or the life span of the machine

The Tender Opening and Closing date has been extended to. 1st February, 2024
10.00 hours Kenyan time.



Rose M. Njoroge, OGW

FOR: CHIEF EXECUTIVE OFFICER