



## MINISTRY OF AGRICULTURE, LIVESTOCK, FISHERIES AND COOPERATIVES

### STATE DEPARTMENT FOR CROP DEVELOPMENT AND AGRICULTURAL RESEARCH

## KENYA CEREAL ENHANCEMENT PROGRAMME - CLIMATE RESILIENT AGRICULTURAL LIVELIHOODS WINDOW (KCEP-CRAL)

P.O.BOX 30028-00100 Nairobi; Telephone 0770 174 188; Email: [kcep.programme15@gmail.com](mailto:kcep.programme15@gmail.com)

# INVITATION TO TENDER FOR PROVISION OF GROUP MEDICAL SERVICES AND GROUP PERSONAL ACCIDENT FOR PROGRAMME STAFF

### Background

- The Kenya Cereal Enhancement Programme–Climate Resilient Agricultural Livelihoods Window (KCEP-CRAL) is a partnership between the Government of Kenya (GOK), European Union (EU) and International Fund for Agricultural Development (IFAD) through a loan, and grant resources from the Adaptation of Smallholder Agricultural Programme (ASAP). The overall development goal of the Programme is to contribute to the reduction of rural poverty and food insecurity of smallholders in the Arid and Semi-Arid Lands (ASALs) by developing their economic potential while improving their natural resources management capacity and resilience to climate change.
- The Programme invites interested and eligible firms legally registered and Licensed with the Insurance Regulatory Authority – Underwriters Only to participate and submit sealed bids for the purposes of bidding for the provision of Insurance Services for Group Medical services and Group Personal Accident for a period of two years renewable annually upon satisfactory appraisal
- The procurement procedures and guidelines shall be as prescribed in the IFAD Procurement Guidelines and IFAD procurement Handbook as well as the Public Procurement Asset and Disposal Act 2015 and its attendant Regulations 2020. The bid document have been uploaded in the Programme and The Ministry's Website as follows:

#	Tender Reference Number	Tender Description	Market Approach	Closing Date
1	MOALF&C-SDCD&AR-KCEP-CRAL-PROC-075-2021-2022	Provision of Group Medical Services and Group Personal Accident for Programme Staff	National Competitive Bidding	13 <sup>th</sup> January 2022 at

- Interested firms may obtain further information from the Programme procurement office tel; **0770 174 188**. Email: [tenders.kcepcralprogramme@gmail.com](mailto:tenders.kcepcralprogramme@gmail.com) on normal working days beginning on the date of advert.
- The complete set bid documents and drawings shall be downloaded **FREE OF CHARGE** from the Ministry's website: [www.kilimo.go.ke](http://www.kilimo.go.ke) under "**tender**" links or from the Programme Website [www.kcepcral.go.ke](http://www.kcepcral.go.ke)
- Eligible bidders** who download the document from the above website(s) are required to submit their particulars (name & address of the firm, contact person & their mobile number) to the KCEP-CRAL official procurement email address; ([tenders.kcepcralprogramme@gmail.com](mailto:tenders.kcepcralprogramme@gmail.com)), using their official email addresses.
- All bidders are also advised to regularly visit the above Programme website, to obtain any additional information/addendum on the tender that may be issued before the closing date.** Complete set of tender documents **MUST** be submitted in plain sealed envelopes clearly marked with tender reference number to the following address:  
**The Principal Secretary,  
State Department for Crop Development & Agricultural Research,  
PO Box 30028-00100,  
Kilimo House, Cathedral Road, Nairobi  
Tel: 0770174188**
- And dropped in the Tender Box situated at the reception of **MOALF&C Ground floor Kilimo House, Cathedral Road** so as to reach the above address on or before **13<sup>th</sup> January 2022 at 11.00am EAT as indicated above.**
- Due to the Corona Virus (COVID-19) pandemic, the following **measures shall** be adhered to during the Bid Opening of this tenders.
  - Where bidders or their representatives choose to attend the bid opening, the Procuring entity shall ensure the opening venue is spacious and observe a social distance of at least 1.5meters away from each other.
  - Screening of the attendees shall take place
  - Failure by bidders to attend any bid opening shall not invalidate the process.
  - The results of the bid opening shall be communicated by email within 7days from the date of the tender opening. Bidders should therefore submit their registration details via [tenders.kcepcralprogramme@gmail.com](mailto:tenders.kcepcralprogramme@gmail.com)
- Eligibility:
  - Each Bidder shall **submit only one Bid**, either individually or as a partner in a joint venture. A Bidder who submits or participates in more than one **Bid shall be disqualified**. Partners in a joint venture shall be jointly and severally liable for the execution of the Contract
  - Director (s) bidding **under different companies** for the same tender **shall be disqualified**
  - Any form of Canvassing will lead to disqualification

**The Principal Secretary,  
State Department for Crop Development & Agricultural Research.**