

Ref: PPRA/4/30/20/VOL I TY (24)

19th February, 2024

Dr. Hillary Maina Wachinga

Managing Director

Kenya Reinsurance Corporation

Reinsurance Plaza, Aga Khan Walk

P.O Box 30271 – 00100

NAIROBI.

Email: kenyare@kenyare.co.ke

Dear **MD,**

REQUEST FOR DEBRIEFING ON TENDER NO: KRC/2023/2179/360 REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF CONSULTANCY SERVICES FOR ASSET VALUATION

We are in receipt of a copy of a complaint letter Ref: EEL/KRC/2023/2179/360 /01/02/24/Cnn dated 6th February, 2024 from M/s Ebony Estate Limited addressed to you and copied to us on the above matter.

The Complainant (M/s Ebony Estate Limited) alleges that:

1. They have taken note of the content of your Notification letter but they disagree with the outcome;
2. The letter had stated that their technical proposal was not the most competitive but did not disclose their technical score; and
3. They request a summary of the evaluation report that clearly indicates their score and that of the successful bidder as per the Public Procurement and Asset Disposal Act, 2015 (the Act).

In view of the foregoing and pursuant to section 9(h), 34 and 35 of the Public Procurement and Asset Disposal Act, 2015 (“the Act”) submit to us your response to the issues raised above. Your response should include a detailed account on how the subject procurement was processed with supporting documentary evidence including its current status. In addition, furnish us with a copy of your response letter to the complainant’s letter referred to above. Further, submit through the Public Procurement Information Portal (**PPIP**) the following documents in relation to the subject procurement by **26th February, 2024** for our Review:

- 1) Approved Procurement Plan for the financial year 2023/2024;
- 2) Approved Purchase Requisition;


- 3) Tender Invitation Notices;
- 4) Blank Tender documents as issued to potential bidders;
- 5) Appointment of Tender Opening Committee;
- 6) Tender Opening Minutes and Registers;
- 7) Appointment of tender Evaluation Committees;
- 8) Tender Evaluation Reports and Individual score sheets;
- 9) Due diligence Reports, where applicable;
- 10) Professional opinion by Head of Supply Chain;
- 11) Practising Licence of the Head of Supply Chain Management who signed the professional opinion and procurement professionals involved in the proceedings;
- 12) Notifications of intention to award;
- 13) Letters of Notification of intention to Award, issued to every Bidder;
- 14) Letters of award to the successful bidder;
- 15) Signed Contracts, if any;
- 16) Original Bid document/s submitted by the successful bidder and the complainant M/s Ebony Estate Limited.**
- 17) Any other relevant information that would assist in our Review of Matter.

Your response and submission should be received by **Monday 26th February, 2024.**

We bring your attention to the provisions of Section 44(1) of the Act, which vests the entire responsibility of ensuring compliance to you as the Accounting Officer.

Yours

Sincerely,


Patrick K. Wanjuki
DIRECTOR GENERAL