



# KENYA SUGAR BOARD

Sukari Plaza Off Waiyaki Way  
P.O. Box 51500 - 00200 NAIROBI

## OFFICE OF THE CHIEF EXECUTIVE OFFICER

Ref: KSB/SCM/OT/001/2025/2026

Date: 2<sup>nd</sup> March, 2026

To: ALL BIDDERS

### FRAMEWORK AGREEMENT ON THE PROVISION OF LABORATORY TESTING SERVICES OF SUGAR SAMPLES

TENDER No. KSB/SCM/OT/001/2025/2026

SUBJECT: ADDENDUM No. 1

Reference is made to the tender notice published on our website on 24<sup>th</sup> February, 2026 and subsequently uploaded on the KSB website.

Pursuant to Section II (B) of the Tenders, Clause 10 (Amendment of tender Document) *“Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 8.4.”*, we hereby amend the following for your attention.

SR. No.	CLARIFICATION	AMENDMENT
<b>MANDATORY REQUIREMENTS</b>		
1	Submit certified copy of certificate of Incorporation/Registration accompanied with CR12 Form or copy of the National Identity Cards for Sole Proprietor	Submit certified copy of certificate of Incorporation/Registration accompanied with CR12 Form ( <b>Issued within the last 3 months</b> ) or copy of the National Identity Cards for Sole Proprietor
2	Submit valid Tax Compliance Certificate	Submit Valid Tax compliance certificate, <b>KRA PIN certificate with VAT Obligations</b>

SR. No.	CLARIFICATION	AMENDMENT
3	Submit copy of firm's Kenya National Accreditation Service (KENAS) accreditation Certificate or South Africa National Accreditation Services (SANAS) accompanied with Schedule of accreditation	<b>This criteria shall not apply</b>
<b>TECHNICAL REQUIREMENTS</b>		
4	<p>Qualifications of personnel: Provide qualification and experiences of at least two proposed staff.</p> <p>Laboratory manager: - Minimum of a Bachelor of Science in Analytical Chemistry or relevant field with five 5 years' experience in an analytical laboratory testing service. Provide the staff registration certificate and practicing Licenses.</p> <p>Laboratory Technician/ Analyst: - Minimum of a Diploma in Analytical Chemistry or a relevant field and registration and practicing Licenses. Minimum two years' experience in analytical laboratory testing services. Evidence Signed CVs and academic certificates</p>	<p>Qualifications of personnel: Provide qualification and experiences of at least <b>Five (5) proposed staff.</b></p> <p>Laboratory manager: - Minimum of a Bachelor of Science in Analytical Chemistry or relevant field with <b>Three (3) years'</b> experience in an analytical laboratory testing service. Provide CV's and Academic certificates</p> <p><b>Two (2) No. Laboratory Analyst:</b> - Minimum of a <b>Bachelor's Degree qualification</b> in relevant field. Minimum of two years' experience in analytical laboratory testing services. Evidence of Signed CVs and academic certificates</p> <p><b>Two (2) Staffs with Relevant ISO 17025 Accreditation Training.</b></p>

**NOTE:** This Addendum **SHALL** form and become part of the tender document

All other details remain as per the tender document.

Yours Faithfully,



**A.g Chief Executive Officer**