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ADDENDUM NO. 2

REQUEST FOR PROPOSAL FOR PROVISION OF RECRUITMENT AND SELECTION CONSULTANCY SERVICES TO CENTRAL BANK OF KENYA CBK/RFP/062/2020/2021

Arising from the clarifications sought by prospective bidders on TERMS OF PAYMENT, Addendum Number 2 is hereby issued. The addendum is made to provide clarifications sought by prospective bidders and it now forms as part of the Tender Document. It is issued in line with Section 75 of the Public Procurement and Asset Disposal Act 2015.

Clarification	Response
3.10 TERMS OF PAYMENT Payment will be based on Percentage (%) of salary of each successful position filled. In case of an unsuccessful process for a post, only cost incurred may be reimbursed. 3.11 THE BANK WILL NOT PROVIDE ANY FACILITIES Interested consultants will be required to factor in all costs related to the assignment in their quotations (Refer to clause 2.4 of the instruction to consultants).	1. Bidders are guided that professional fees payable will be based on percentage (%) of the annual salary for each position filled. 2. Where a position has not been filled, a bidder can claim part-payment of their professional fees based on activities undertaken as follows: a) Mobilization of the recruitment and consultancy services and presentation of long and shortlists – 40% of fees payable; b) Conduct of preliminary interviews and submission of interview report – 40% of fees payable; c) Submission of the final recruitment report including reports on background and reference checks on selected candidate (s) – 20% of fees payable. 3. Bidders may also seek part-payment of fees based on completed activities using the same consideration, i.e. a) Mobilization of the recruitment and consultancy services and presentation of long and shortlists – 40% of fees payable; b) Conduct of preliminary interviews and submission of interview report – 40% of fees payable; c) Submission of the final recruitment report including reports on background and reference checks on selected candidate (s) – 20% of fees payable. 4. Additional costs related to any other services incidental to the recruitment and selection process e.g. advertisement, will be made on reimbursement basis or settled directly with the service providers.
Extension of Tender Closing Date	The Tender Closing Date has been extended from 19 th February 2021 at 10:30am to 26th February, 2021, 10:30am

All other terms and conditions of the Tender Document remain the same.

ASSISTANT DIRECTOR, HEAD OF PROCUREMENT

General Services Department

17th February, 2021