



TENDER RE-ADVERTISEMENT NATIONAL OPEN TENDER

TENDER NO: KTNA/OT/07/2023-2024 TENDER FOR THE PROVISION OF STAFF MEDICAL INSURANCE COVER

1. The Kenya Trade Network Agency (KenTrade) invites sealed tenders for the provision of the above Insurance cover for a period of one year renewable once subject to satisfactory performance.
2. Tendering will be conducted under open competitive tendering method using a standardized tender document and is open to all qualified and interested Tenderers.

The tender is open to both Underwriters and Insurance brokers.

3. Qualified and interested tenderers may obtain further information and inspect the Tender Document from the website- www.kentrade.go.ke upon registering as suppliers using the link <https://esupplier.kentrade.go.ke/>.
4. Tender documents may be viewed and downloaded electronically from the KenTrade website- www.kentrade.go.ke upon registering as suppliers using the link <https://esupplier.kentrade.go.ke/> Tender documents obtained electronically will be free of charge.
5. Tenderers who download the tender document must forward their particulars immediately to email address procurement@kentrade.go.ke to facilitate any further clarification or addendum.
6. The tender must be accompanied by a tender security of **Kenya Shillings Two Hundred Thousand Only (Kshs. 200,000.00)** valid for **205 days** from the date of tender closing in the form of a bank guarantee from a reputable bank recognized by the Central Bank of Kenya.
7. The Tenderer shall chronologically serialize all pages of the tender documents submitted. **Format 1,2,3,4,5 ...n (where n is the last page number)** from the first page to the last page including all attachments.

8. Completed tenders must be submitted electronically in PDF format and uploaded on the eSupplier portal on or before **Thursday, 30th November 2023** at **10.00 am**.
9. Only Electronic Tenders will be permitted.
10. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to participate online via link to be shared on the closing date or attend physically at the address below.

**Kenya Trade Network Agency
1st Floor, Embankment Plaza,
Longonot Road,
Upper Hill,
Nairobi.**

11. Late tenders will be automatically locked out by the system.

CHIEF EXECUTIVE OFFICER

KENYA TRADE NETWORK AGENCY