REPUBLIC OF KENYA

THE MINISTRY OF FOREIGN AND DIASPORA AFFAIRS
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Ref: RFP NO. RFP/SDFA/01/2026-2027 **16th July, 2026**

REF: REQUEST FOR TRANSACTION ADVISORY SERVICES FOR THE DEVELOPMENT OF KENYA'S DIPLOMATIC PROPERTIES PROPOSED FOR IMPLEMENTATION UNDER THE PUBLIC PRIVATE PARTNERSHIPS ACT, 2021. (PPP ACT, 2021)

ADDENDUM III

The procuring entity has issued an addendum to the request for proposals (RFP) for provision of consultancy services for transaction advisory services for the development of Kenya's diplomatic properties proposed for implementation under the Public Private Partnerships act, 2021.

All other terms and conditions remain the same.

HEAD, SUPPLY CHAIN MANAGEMENT SERVICES
STATE DEPARTMENT FOR FOREIGN AFFAIRS

ADDENDUM III-RFP FOR PROVISION OF TRANSACTION ADVISORY SERVICES FOR THE DEVELOPMENT OF KENYA'S DIPLOMATIC PROPERTIES

No.	Query	Clarification
1.	We respectfully request an extension of the proposal submission deadline by two weeks	The proposal submission deadline has been extended to Friday **24th July 2026 at 11:00 am**
2.	Could you please confirm whether the experience of subconsultants and the nomination of their key experts will be considered in the evaluation scoring, or whether only the experience and experts of joint venture and/or consortium members will be assessed.	Given the complexity of the project and coverage of different geographical locations as indicated in the TOR, subconsultants' experience shall be considered and scored for qualification of firm experience. Consequently, bidders may propose experience of the sub-consultants to supplement their experience and meet the TOR requirements. Kindly note that the selected bidder cannot substitute a sub-consultant after award without written consent of the Procuring Entity confirming that such substitute meets the technical expertise of substituted subconsultant
3.	Confirm whether subconsultants are required to provide the mandatory documents outlined in the RFP.	Where a bidder proposes to rely on a subconsultant for purposes of qualification or technical evaluation, the proposed subconsultant shall submit the applicable mandatory documents confirming experience as specified in the Request for Proposals (RFP).
4.	What institutional characteristics, professional standing or regulatory licences must a firm possess to qualify as the "Financial Advisory firm" leading the consortium? In particular, is a Capital Markets Authority investment-advisory or investment-banking licence required for this assignment?	The expertise required qualify as the Financial Advisory firm shall be based on the experience requirements indicated in the RFP Capital Markets Authority investment-advisory or investment-banking license is not a mandatory requirement under the TOR but will be considered as an added an advantage.
5.	Must the Financial Advisory lead itself demonstrate all three large-scale projects that achieved financial close, or may this experience be aggregated across the Financial Advisory lead, JV members and named sub-consultants?	The fulfillment of this requirement may be aggregated across the Financial Advisory lead, JV members and named sub-consultants.

6.	The Terms of Reference state that the expertise of sub-consultants will be considered in fulfilling the qualification requirements. Kindly confirm whether this applies to all firm-experience criteria	This applies to all firm experience. The lead firm shall be responsible in ensuring the deliverables indicated in the Terms of Reference are met. Refer to response 3 above.
7.	What project value, complexity or other measure will be used to determine whether a project is "large-scale" for purposes of the firm and expert experience criteria	The project cost will be used to determine whether a project is large-scale for purposes of the firm and expert experience criteria
8.	Does the maximum of four members apply only to formal JV members, or does it also include sub-consultants?	This maximum number applies only to formal JV members
9.	We understand ITC 11.1 to mean that a sub-consultant firm or proposed Key Expert may not participate in more than one proposal. Kindly confirm.	This is confirmed, a sub-consultant firm or proposed Key Expert may not participate in more than one proposal.
10.	For firm experience, will the following combination be accepted where the complete contract is confidential: • relevant pages of the contract, appointment letter, purchase order or service order; • client reference letter; • deliverable acceptance or performance certificate; • evidence of the firm's attributable workstream; • public or client-confirmed evidence of financial close	The proposed alternatives are sufficient as already indicated under page 83 in the RFP
11.	Are audited financial statements required at proposal submission or only during negotiations? Kindly also confirm whether there are any minimum requirements for: • annual turnover; • working capital; • liquidity; • bank reference or comfort letter; • committed credit facility.	No. Audited financial statements are not part of the requirements under this Request for Proposals (RFP). Bidders are advised to review the evaluation requirements set out in **Section 2(B) – Data Sheet**, including Clauses **22.1** and **22.2**, which specify the mandatory and technical qualification criteria.

12.	Kindly confirm when professional-indemnity insurance must be furnished and whether the required minimum cover will equal the final contract ceiling.	The successful Consultant shall procure and maintain the required Professional Indemnity Insurance in accordance with GCC 24 and SCC 24.1. The insurance shall be in place prior to the commencement of the Services. The required minimum level of cover will be specified in the Special Conditions of Contract (SCC) and finalized during contract preparation.
13.	May the following be proposed as discrete, scoreable specialist sub-consultant workstreams: • Kenyan public-sector and contracting-authority interface; • local transaction integration and project-management support; • market-sounding and stakeholder-engagement support; • local-content and institutional-capacity planning; • knowledge and skills transfer; • contract-management systems	The proposal has been noted for future considerations.
14.	Kindly share any formal minutes, clarifications or addenda arising from the pre-proposal conference held on 24 June 2026	Refer to Addendum 1 on responses to questions raised at pre-bid conference. The meeting highlighted the RFP document and mandatory documents therein to be submitted by bidders