

Our Ref: KETRACO-PT-001-2025-2026

25<sup>th</sup> February 2026

Notice to all Bidders,

**TENDER CLARIFICATION 1**

**RE: TENDER FOR SUPPLY OF FUEL FOR MOTOR VEHICLES AND SUBSTATION GENERATORS**

The following clarifications are made to the tender for SUPPLY OF FUEL FOR MOTOR VEHICLES AND SUBSTATION GENERATORS. (Tender Number KETRACO-PT-001-2025-2026).

Save where expressly amended by the terms of this addendum, the Principle Tender

The original tender document shall continue to be in full force and effect.

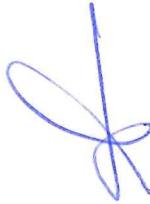
No.	Particulars of Query or Clarification	KETRACO Response
1.	Certified copies of quality certificates such as batch test reports for fuel from laboratories, KEBS, etc of the fuel processing facility-are the documents to be certified by a commissioner of Oaths?	Yes, the documents must be certified by a Commissioner for Oaths
2.	Provide evidence of at least Five (5) No. Corporate clients in the public and private sector in the last five (5) years.Evidence should be in form of Contracts, Reference Letters or Purchase orders For Purpose of the Evaluation Certified Contract/ LPOs	Yes, the documents must be certified by a Commissioner for Oaths

	<p>are contracts Signed and Stamped as true copies of the Original Contracts/LPOs- are the documents to be certified by a commissioner of Oaths?</p>	
<p>3.</p>	<p>On the price schedule below, it is not clear which lubricants, we are quoting the price for same for LPG is it bulk or packed LPG? advise on where the discounts are to be Quoted as there is no column for discount</p>	<p>An amended Price Schedule will be uploaded on the KETRACO website</p>
<p>4.</p>	<p>Kindly advise on how we can access the Tender SUPPLY OF FUEL FOR MOTOR VEHICLES AND SUBSTATION GENERATORS only the Tender notice is available in your website.</p>	<p><b>Step-by-Step Access Guide</b></p> <ol style="list-style-type: none"> <li>1. Visit the KETRACO website at <a href="http://ketraco.co.ke">ketraco.co.ke</a> and navigate to <b>Procurement &gt; Open Tenders</b>.</li> <li>2. Locate the specific tender listing and click the provided tender link for KETRACO-PT-001-2025-2026.</li> <li>3. This opens the Ariba Discovery window—click "Respond"</li> <li>4. A Log In/Register pop-up appears: <ul style="list-style-type: none"> <li>• If you have an existing Ariba account, log in with your credentials.</li> <li>• If new, click <b>Register Now &gt; Register as a Supplier</b>, enter your company details (name, address, region as Kenya), and create the account.</li> </ul> </li> <li>5. Verify your email if prompted, then return to the tender link, log in, and proceed.</li> </ol>

		6. Once logged in, select Intend to Participate, choose relevant lots/items, upload documents, and submit the entire response.
5.	Kindly confirm the validity period of the tender security of Kshs. 1,000,000 and please provide the required format	The Tender Security Template will be uploaded on the KETRACO Website
6.	Kindly requesting for an extension of the submission date set for 4 <sup>th</sup> March 2026 at 10:00am for two weeks for the subject tender to allow us more time to finalize on the documentation as we await clarification	KETRACO has granted the request to extend but for one week and not two weeks as requested.
7.	Initial Closing date  4 <sup>th</sup> March 2026 at 10:00 AM	Amended Closing date  11 <sup>th</sup> March 2026 at 10:30 AM

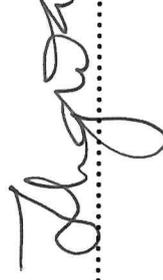
USER REPRESENTATIVE:

DESIGNATION: SENIOR TRANSPORT OFFICER



SIGNATURE: .....

APPROVED BY: SENIOR MANAGER, SUPPLY CHAIN



SIGNATURE: .....



PRICE SCHEDULE FORM

PRICE SCHEDULE						
S/No	Item	KETRACO Average Consumption Rate per Month	EPRA Price at Date of Tendering	Bidder's Offer Price per Litre/Kg at Date of Tendering	Applicable Discounts	Total Price (Inclusive of VAT)
1	Petrol	3,300 Litres				
2	Diesel	35,000 Litres				
3	Packed LPG (6KG, 13KG, 25KG, 45KG)	5,000 Kgs				
4	Lubricants					
	Petrol engine OIL	2000 Litres				
	Diesel engine OIL	3000 Litres				
<b>TOTAL INCLUSIVE OF VAT</b>						

- 1 All prices quoted must be inclusive of all relevant taxes
- 2 Bidders are required to offer competitive discounts based on the EPRA Monthly prices guidelines applicable at the time of the tendering process.
- 3 The above quotes should be transferred to the form of tender.

.....  
**Name of tenderer**

.....  
**Signature & Stamp of tenderer**

.....  
**Date**



**FORM OF TENDER SECURITY-[Option 1-Demand Bank Guarantee]**

Beneficiary: \_\_\_\_\_

Request for Tenders No:

\_\_\_\_\_

Date: \_\_\_\_\_

TENDER GUARANTEE No.: \_\_\_\_\_

**Guarantor:** \_\_\_\_\_

1. We have been informed that \_\_\_\_\_ (here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called" the Tender") for the execution of \_\_\_\_\_ under Request for Tenders No. \_\_\_\_\_ ("the ITT").
2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.
3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ ( \_\_\_\_\_ ) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:
  - (a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or
  - b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.
4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
[signature(s)]

***Note: All italicized text is for use in preparing this form and shall be deleted from the final product.***

