



TENDER EXTENSION NOTICE

ADDENDUM NO. 1/2023-2024

REQUEST FOR PROPOSAL ON THE DEVELOPMENT OF COMMUNICATION STRATEGY FOR KENYA FILM COMMISSION

TENDER NO. KFC/RFP/85/2023-2024

TO ALL TENDERERS

This addendum follows the tender notice for the above tender that was published on the Procurement portal as well as the Kenya Film Commission website on **Monday 16th January, 2024** and is hereby issued as follows; -

ITEM	ISSUE	AMENDMENT									
1.	Technical Evaluation Criteria	<p>The technical evaluation criteria has been reviewed and amended as follows; -</p> <table border="1"> <thead> <tr> <th></th> <th>CRITERIA- Technical Evaluation</th> <th>WEIGHT</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Relevant Experience for the Assignment (Corporate)</td> <td></td> </tr> <tr> <td>A</td> <td>The tenderer should have undertaken similar assignments for other organization in the public sector (Ministries or State Corporations/Agencies). List assignments carried out in the last three years; provide dates and contact persons, name of the organization/company and resource</td> <td>10</td> </tr> </tbody> </table>		CRITERIA- Technical Evaluation	WEIGHT	1.	Relevant Experience for the Assignment (Corporate)		A	The tenderer should have undertaken similar assignments for other organization in the public sector (Ministries or State Corporations/Agencies). List assignments carried out in the last three years; provide dates and contact persons, name of the organization/company and resource	10
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1.	Relevant Experience for the Assignment (Corporate)										
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		<p>personnel used for each</p> <p>(Score of 2 each per relevant assignment up to a maximum of five assignments.)</p>	
	B	The firm should have at least 5 years of experience in providing similar services. (Score of 1 mark per year)	5
		Sub Total	15
	2.	Methodology and Approach	
	A	<p>Appropriateness/ Completeness of description of Methodology:</p> <p>(i) Methodology and work plan as per ToRs: Evidence of clarity of methodology and work plan supported by a Gantt chart (25 Marks)</p> <p>(ii) Deliverables and Milestones as per ToRs: Evidence of clarity of deliverables and milestones as per the scope of work (20 Marks)</p> <p>(iii) Proof of availability of the whole team throughout the duration of assignment (5 Marks)</p>	50
		Sub Total	50
	3	Human Capacity	
	A	<p>Lead Consultant: The Lead consultant should have at least a degree in communication, journalism, public relations or broadcasting and at least 10 Years experience in providing similar services (Attach certificates and CV)</p> <p>(Qualification 5 marks; Experience 10 marks)</p>	15
	B	Key staff to undertake the	20

		<p>consultancy: At least two other key staff should possess degree in communication, journalism, public relations or broadcasting and 5 years' experience in providing similar services (Attach certificates and CV)</p> <p>(Qualification 5 marks for each key staff; Experience 5 marks for each key staff)</p>	
		Sub Total	35
		TOTAL	100
2.	Tender Closing and Opening Date	<p>The tender closing and opening date has been extended to THURSDAY 8TH FEBRUARY, 2024 at 12.00Noon.</p> <p>The tender will be opened immediately thereafter in the presence of bidders or their representatives who chose to attend.</p>	

All other details remain as per the tender document.

**CHIEF EXECUTIVE OFFICER
KENYA FILM COMMISSION**