KEFRI/AD/SD/VOL XII/93                                    1/12/2022

**TO POTENTIAL BIDDERS**

Dear All,

**Clarification/Addendum No. 1**

Tender No. KEFRI/RFP/002/2022-2023

Tender Name. **REQUEST FOR PROPOSAL FOR PROVISION OF FINANCIAL AUDIT SERVICES FOR KEFRI-TWENDE PROJECT**

The Kenya Forestry Research Institute (KEFRI) would wish to bring to the attention of all potential bidders the following clarification;

| S/No. | Bidder's Question | KEFRI's Response |
|---|---|---|
| 1. | Who are the main donors of the project? | TWENDE Project is funded by Green Climate fund with International Union for Conservation of Nature (IUCN) as the accredited entity. |
| 2. | The proposal covers 3 years from 1 July 2021. Will the required report be a condensed report or will you require a report for each year? | We shall require a report for each year. The reporting period is as follows 1st June 2021-31st May 2022 1st June 2022-31st May 2023 1st June 2023-31st May 2024 |
| 3. | What is the framework for reporting for the project report? | Please refer to Section 5. Terms of reference for external audit services, the scope of the audit. The annual Project Audit will be undertaken within 90 days after May 31st of each year with the exception of the first year 2021-2022 where the audit will be |

|  |  | undertaken by February 2023 |
|---|---|---|
| 4. | We are in receipt of your Request for Proposal to submit Technical and Financial Proposal for the provision of financial audit services for Kenya Forestry Research Institute - Towards Ending Drought Emergencies Project and we intend to submit our proposal.<br>In order for us to submit a more responsive technical and financial proposal please clarify the budget for the period to be audited. | KES 900,720.00<br>The cost is averaged at Kes 300,240.00 for each Financial Year as per our Approved Procurement Plan (2022-2023) which is published in our website. |

**NOTE** – This Clarification/ Addendum (No. 1) forms part of the tender requirements and is binding to all bidders.

All other details, terms and conditions (including closing date and time) remain the same.

Paul Nyathore
**Manager –Supply Chain Management**