

## ADDENDUM NO. 1

**TENDER NUMBER: OAG/RFP/03/2023-2024 - TENDER NAME: PROVISION OF CONSULTANCY SERVICE FOR ISO/IEC 27001:22 CERTIFICATION AND SURVEILLANCE AUDIT FOR THE OFFICE OF THE AUDITOR-GENERAL**

Reference is made to the above mentioned tender which was published on the Public Procurement Information Portal [www.tenders.go.ke](http://www.tenders.go.ke) and on the Office of the Auditor-General's website [www.oagkenya.go.ke](http://www.oagkenya.go.ke) on 24 January 2024. We wish to make the following clarifications:

S/No.	Section in the Tender Document	Requirement/Query	Clarification
1.	<b>Section 5 – Terms of Reference</b>	<p><b>Scope of Work</b></p> <p><b>Location details, processes to be audited, No. of staff &amp; physical address</b></p>	The information is provided in <b>Annex 1</b>
2.	<b>Section 5 - Terms of Reference</b>	<p><b>Scope of Work</b></p> <p>Whether the Office has onsite servers, a development team, the types &amp; number of networks available</p>	<ol style="list-style-type: none"> <li>1. The Office does not currently have an in house development team.</li> <li>2. The Office has a Data Centre and various onsite Systems.</li> <li>3. The Office operates a Wide Area Network covering all the Offices indicated under Scope.</li> </ol>
3.	<b>Section 5 - Terms of Reference</b>	<p><b>Payment Terms</b></p> <p>Clarification on payment terms with regard to Surveillance Audits</p>	<p>The two surveillance audits (year two and three) are to be invoiced and paid separately when the milestones are achieved. This will be included in the contract. All other Milestones regarding the Certification Audit to be paid as per the Contract.</p> <p>The percentage of how the payments will be done should be shown clearly. For Example</p>

			70 % of the proposal sum upon certification of the Office 15% upon delivery of xyz milestone 15% upon execution of xyz
4.	<b>Addendum No.1 issued on 9/2/2024</b>	Tender Closing/Opening date <b>13/2/2024</b> Time 11am	Changed to:  Closing/Opening date <b>16/2/2024</b> Time 11am  Venue remains the same

All other terms and conditions remain unchanged.

**Deputy Auditor-General - Corporate Services**

**For: The Auditor-General.**

**Office of the Auditor-General, Anniversary Towers P. O. Box 30084-00100, Nairobi, Kenya**  
**Tel: +254203214000. Website: [www.oagkenya.go.ke](http://www.oagkenya.go.ke) Email: [info@oagkenya.go.ke](mailto:info@oagkenya.go.ke)**



Office of the Auditor-General Kenya



@OAG\_Kenya

## ANNEX 1

SITES/BRANCHES	POSTAL & PHYSICAL ADDRESS	NUMBER OF STAFF	MAIN OPERATIONS/ACTIVITIES AT SITE
<b>The Office of the Auditor General (OAG) - HQ</b>	Anniversary Towers, University Way - Nairobi. P.O. Box 30084 - 00100 Nairobi.	500	Audit Services for National Government Ministries, Departments and Agencies. Administrative & Support Services (HR & Admin; Finance; ICT; Transport; Supply Chain Management & Communications)
<b>North Rift Regional Office</b>	Office of the Auditor General, North Rift Regional Office, Eldoret town. P.O. Box 30084 - 00100 Nairobi	43	Audit Services for Neighbouring County Governments.
<b>Western Regional Office</b>	Office of the Auditor General, Western Regional Office, Kakamega town. P.O. Box 30084 - 00100 Nairobi.	47	Audit Services for Neighbouring County Governments.
<b>South Nyanza Regional Office</b>	Office of the Auditor General, South Nyanza Regional Office, Homabay town. P.O. Box 30084 - 00100 Nairobi	38	Audit Services for Neighbouring County Governments.
<b>Lower Eastern Regional Office</b>	Office of the Auditor General, Lower Easter Regional Office, Machakos town. P.O. Box 30084 - 00100 Nairobi	52	Audit Services for Neighbouring County Governments.
<b>North Eastern Regional Office</b>	Office of the Auditor General, North Rift Regional Office, Garissa town. P.O. Box 30084 - 00100 Nairobi	44	Audit Services for Neighbouring County Governments.

### Deputy Auditor-General - Corporate Services

For: The Auditor-General.

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