



**REPUBLIC OF KENYA**  
**FINANCIAL REPORTING CENTRE**  
UAP Old Mutual Tower  
Private Bag 00200, Nairobi. Tel: +254 709858000

**ADDENDUM NO. 1**

**Additional Information on Tender Details**

**Tender No: FRC/OT/Med-Ins/012/2021-2022 Provision of Staff Medical Insurance Cover**

**Note:** Bidders are informed that **Section v: Schedule of Requirement** has been amended and are therefore requested to replace the existing information in the tender documents with the new information provided here below:

<b>Information Currently in the tender document (Existing in the Tender Document)</b>	<b>New Information of Tender (To replace the current Information in the Tender Document)</b>																												
<p><b>A) Members of the Medical Scheme Staff:</b></p> <p>The following are the current staff in post:</p> <table border="1"><thead><tr><th></th><th><b>Category</b></th><th><b>Total Number</b></th></tr></thead><tbody><tr><td>1</td><td>Staff</td><td>79</td></tr><tr><td>2</td><td>Board Members</td><td>2</td></tr><tr><td>3</td><td>Family Size (M+S+4)</td><td>409</td></tr></tbody></table>		<b>Category</b>	<b>Total Number</b>	1	Staff	79	2	Board Members	2	3	Family Size (M+S+4)	409	<p><b>A) Members of the Medical Scheme Staff:</b></p> <table border="1"><thead><tr><th></th><th><b>Category</b></th><th><b>Total Number Current FRC Staff</b></th><th><b>Total Number of FRC Staff by the end of Contract period</b></th></tr></thead><tbody><tr><td>1</td><td>Staff</td><td>79</td><td>105</td></tr><tr><td>2</td><td>Board Members</td><td>2</td><td>2</td></tr><tr><td>3</td><td>Family Size (M+S+4)</td><td>409</td><td>624</td></tr></tbody></table> <p><b>Note:</b> The cover will begin with the current number of Eighty-One (81) members (i.e. 79 Staff plus 2 Board members), and their dependents. However, the Insurance sought is intended to ultimately cover FRC staff numbering to One Hundred and Five (105) staff members and Two (2) board member and their dependents during the contract period. Additional prorated premiums will be paid as new members and dependents are introduced into the cover during the contract period.</p>		<b>Category</b>	<b>Total Number Current FRC Staff</b>	<b>Total Number of FRC Staff by the end of Contract period</b>	1	Staff	79	105	2	Board Members	2	2	3	Family Size (M+S+4)	409	624
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**B) Details of Staff Medical Insurance:**

No	Designation	Cover Cat.	No. of Members	Family Size	Inpatient Limit	Outpatient Limit	Optical Limit	Dental Limit
1.	Director General	Special A	1	6	6,500,000	350,000	150,000	300,000
2.	Board Members	Special B	2	2	3,000,000	250,000	100,000	150,000
3.	Directors	A	3	12	4,000,000	300,000	100,000	250,000
4.	Managers	B	8	40	3,500,000	250,000	75,000	225,000
5.	Principal Officer	B	5	25	3,500,000	250,000	75,000	225,000
6.	Senior Officer	c	7	35	2,500,000	250,000	60,000	200,000
7.	Officers	c	41	205	2,500,000	250,000	60,000	200,000
8.	Senior Assistant Officer	D	5	30	2,000,000	250,000	60,000	200,000
9.	Assistant Officer	D	4	24	2,000,000	250,000	60,000	200,000
10.	Senior Off. Assistant	D	4	24	2,000,000	250,000	60,000	200,000
11.	Office Assistant	D	1	6	2,000,000	250,000	60,000	200,000
<b>Total No. Of Members</b>			<b>81</b>	<b>409</b>				

**C) Costing:**

- Premium quotation shall be for the Seventy-Nine (79) members and their dependents, plus the Two (2) Board Members totaling to 81 Members
- Additional premium will be prorated for any additional staff as they are introduced into the scheme.

**B) Details of Staff Medical Insurance:**

No	Designation	Cover Cat.	No. of Members	Family Size	Inpatient Limit	Outpatient Limit	Optical Limit	Dental Limit
1.	Director General	Special A	1	6	6,500,000	350,000	150,000	300,000
2.	Board Members	Special B	2	2	3,000,000	250,000	100,000	150,000
3.	Directors	A	4	16	4,000,000	300,000	100,000	250,000
4.	Managers	B	14	84	3,500,000	250,000	75,000	225,000
5.	Principal Officer	B	23	138	3,500,000	250,000	75,000	225,000
6.	Senior Officer	c	15	90	2,500,000	250,000	60,000	200,000
7.	Officers	c	24	144	2,500,000	250,000	60,000	200,000
8.	Senior Assistant Officer	D	12	72	2,000,000	250,000	60,000	200,000
9.	Assistant Officer	D	6	36	2,000,000	250,000	60,000	200,000
10.	Senior Off. Assistant	D	4	24	2,000,000	250,000	60,000	200,000
11.	Office Assistant	D	2	12	2,000,000	250,000	60,000	200,000
<b>Total No. Of Members</b>			<b>107</b>	<b>624</b>				

**C) Costing:**

- Premium quotation shall be for the One Hundred and Seven (107) members and their dependents.
- However, the cover will begin with the current number Eighty-One (81) members (i.e. 79 Staff plus 2 board members) and their dependents.
- Additional prorated premiums will be paid as new members and dependents are introduced into the cover during the contract period.

**NB: All Other details of the tender remain unchanged.**

**Director General  
Financial Reporting Centre**