

INDEPENDENT ELECTORAL AND BOUNDARIES COMMISSION



CLARIFICATIONS

DATE: 25TH SEPTEMBER, 2026

TENDER NO: IEBC/OIT/02/2026 - 2027 - SUPPLY AND DELIVERY OF BALLOT PAPERS, TACTILE FOLDERS,
REGISTER OF VOTERS AND STATUTORY ELECTION RESULT DECLARATION FORMS.

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Pursuant to section 75(1) of the Public Procurement and Assets Disposal Act, 2015 (Revised Edition 2022) the Commission hereby makes amendments/Clarifications of the above tender as follows: -

No.	BIDDER QUERY	REFERENCE	RESPONSE / CLARIFICATION
1.	If we proceed with Option B, would it be acceptable for the beneficiary to receive a Bid Bond in the form of a paper guarantee issued by our local bank in the UAE, First Abu Dhabi Bank (FAB), on the bank's official letterhead and in the prescribed format?	TDS ITT 17.1 & 18.1	The acceptable form of the Tender Security is: a) cash b) a bank guarantee; OR c) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority (PPRA); OR d) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya (CBK)
2	Kindly confirm the beneficiary's full details to be reflected in the bid bond.	TDS ITT 17.1 & 18.1	The Beneficiary is the Independent Electoral and Boundaries Commission (IEBC)
3	Please provide the contact details of the authorized contact person in Kenya, including name, email address, mobile number, and identification details, for purposes of coordinating the bid bond.	TDS ITT 17.1 & 18.1	The Chief Executive Officer/Commission Secretary Independent Electoral and Boundaries Commission Procurement@iebc.or.ke

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			(+254)020287 7000/(+254) 020 276 9000
4	Bibber observed that the bid security validity should be calculated as the tender validity expiry date of 01 October 2026 plus 270 days , resulting in an expiry date of 28 June 2027 . The bidder sought whether this calculation is correct.	TDS ITT 17.1 & 18.1	The Tender Security Expiry date should equivalent to Tender Opening Date+270
5	Whether the 980 mm ballot length is an absolute mandatory requirement for both sample evaluation and subsequent contract execution;	Vendor Capacity Evaluation.	980 mm ballot length is an absolute mandatory requirement for both sample evaluation and contract execution
6	Whether IEBC would accept an equivalent alternative or “special size” ballot configuration where all prescribed candidate information, photographs, symbols, security features, voter marking areas and statutory content can be accommodated clearly and securely within a shorter ballot format;	Technical Specifications	IEBC would not accept an equivalent alternative or “special size” ballot configuration ; bidders are advised to keep to the given specifications
7	Whether the Commission would consider ballot layouts produced within established security-printing press capabilities, for example a maximum length of approximately 599 mm ,	Technical Specifications	The Commission would not consider ballot layouts produced within established security-printing press capabilities if they shall have not

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	provided all functional, security and legibility requirements are fully achieved; and		attained the specified length in each sample
8	If the 980 mm format remains mandatory, whether bidders are required to submit samples of both the 148 × 980 mm and 210 × 980 mm formats , including the prescribed quantity of samples for each size.	Vendor Capacity Evaluation.	Yes, the 980 mm format remains mandatory, and bidders are required to submit samples of both the 148 × 980 mm and 210 × 980 mm formats
9	Whether the ability to manufacture 150 million ballot papers within 21 days remains a mandatory Pass/Fail qualification requirement ;	Vendor Capacity Evaluation.	Yes, the ability to manufacture 150 M ballot papers within 21 days remains a mandatory qualification requirement.
10	Whether production capacity may be demonstrated using the bidder's main production facility together with an affiliated or contractually committed disaster-recovery/secondary production facility , provided the facilities meet the applicable ISO 14298 and security requirements;	Vendor Capacity Evaluation.	The production capacity should be demonstrated using the bidder's main production facility.
11	Whether the Commission will consider the bidder's aggregate verified production capacity across approved production facilities , rather than requiring the entire 150 million ballots to be produced on a single production line or at a single location; and	Vendor Capacity Evaluation.	The production capacity should be demonstrated using the bidder's main production facility.

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12	Request for an extension of the tender submission deadline by at least two (2) weeks.	There is No further Extension the Tender Closing/Opening date remains 1 st October, 2026 at 11.00A.M. Thank You	Refer to Addendum No. 3 dated 17th September, 2026 the tender Closing/opening date had been extended to 1 st October, 2026 at 11.30 A.M . This is adequate time prepare for bid submission.
13	Bidder asked if a bank guarantee; - issued by our local bank, First Abu Dhabi Bank (FAB), is acceptable?	TDS ITT 17.1 & 18.1	The guarantee issued by First Abu Dhabi Bank (FAB), will be acceptable if the bank is recognized and approved by the Central Bank of Kenya (CBK)
14	Bidder sought to know whether margin of preference and/or reservation shall apply and, if so, which percentage and methodology should be used?	TDS ITT 32.3	Margin of preference shall be not applicable in this tender.
15	Bidder requested to know which document will be relied on determining the margin of preference, i.e CR 12 ,a foreign equivalent, a Beneficial Ownership Certificate?	Preliminary Evaluation Stage	Margin of preference shall be not applicable in this tender.

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16	Bidder sought for confirmation whether the minimum 40% Local Content Plan is mandatory for every foreign tenderer, including one manufacturing all security-printed goods outside Kenya?	Preliminary Evaluation Stage	40% Local Content Plan is mandatory for every foreign tenderer pursuant to the PPADA,2015 (Revised Edition, 2022)
17	Bidder requests to know whether they have to submit the samples of all the deliverables part of the technical evaluation, starting from ballot papers to ballot posters. If yes, shall these samples be submitted along with the response to the proposal? In addition, how many units are requested for each document?	Stage - 2: Technical Evaluation	Bidders will be required to submit booklets of seven hundred (700) ballots in all the twelve (12) sizes with their proposal. Bidders shall submit the representative samples for demonstrating all the different colours and the different sizes bound in seven hundred (700) pieces of ballot papers in one booklet Each booklet should be presented with one (1) poster. For all the other items the tenderer to provide one samples to demonstrate bidder's capability to produce as per the required specifications
18	Bidder requests indications on whether this procurement is comprised of one or several lots.	ITT 1.1	This procurement is comprised of only one lot as indicated in the form of tender and ITT 1.1

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19	Bidder requests confirmation if the margin of preference apply (in accordance with the conditions set in Section III) or does not apply?	ITT 32.3	Margin of preference shall be not applicable in this tender.
20	Bidder requested for clarification on the prescribed formula for calculating 40% local content and clarity on whether the denominator is the Total Tender Sum inclusive or exclusive of taxes, duties, international freight, insurance and the Capacity Building Levy.	Preliminary Evaluation Stage	The 40% local content is based on the total tender sum inclusive of taxes, duties, international freight, insurance and the Capacity Building Levy.
21	Bidder sought for confirmation on which costs qualify as Kenyan local content, including Kenyan-registered international carriers, clearing and forwarding, inland transport, security, warehousing, material handling, insurance, local personnel and professional services.	Preliminary Evaluation Stage	Refer to Form 5: Local Content Plan
22	Bidder sought for confirmation on whether pre-press, security-feature application, personalization, serialization, perforation, binding, booklet assembly and primary packaging – which are under the printing part of the contract can be sub-contracted?	Technical Specifications	This tender has no provision for sub-contracting.

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23	Bidder sought to know the documentary evidence required for each Form 5 under tender submission?	Preliminary Evaluation Stage	Duly filled, signed and stamped Form 5: Local Content Plan
24	The bidder sought to know whether the quantities in Form 4A and the Schedule—479 pieces for ballot papers, three pieces for tactile folders, and ten forms/posters—are the definitive indicative minimum quantities for financial evaluation.	Schedule of Requirements; Form 4A	Yes, 479 pieces for ballot papers, three pieces for tactile folders, and ten forms/posters—are the definitive indicative minimum quantities for financial evaluation as indicated in the price schedule.
25	Bidder requests to know the difference between expected concept of booklet quantity? or does it refer ballot quantity comprised in a booklet.	Stage 2 - A .Ballot Papers - point 7	The number of ballot papers in a booklet shall be as per the number of registered voters in a polling station (pegged at 700 voters maximum), excluding the front and back covers. Each booklet shall be glued at the top edge with strong glue so that the booklet remains strong through logistics and ballot distribution during election process.
26	Bidder sought to know what a Piece correspond to; i.e unit/booklet, 1 page. Given that the number of Polling Stations in Kenya is of approximate 55,000 - are these units correct?	Price Schedule	A piece is a leaflet or a page. The 479 units are indicative for bidding purpose

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27	Bidder requests to know whether the Tenderer can amend the tender security wording to reflect a date, as long as the date stated is equal or superior to the requested 270 days duration from the submission date, since Banks usually require an expiry date and do not accept a period.	Form of tender security	No.
28	The bidder requested to know whether the evaluated quantity is 479 in total or 479 of each of the twelve sizes since the summary lists 479 ballot-paper pieces, while Form 4A applies 479 pieces to each size?	Schedule line 1; Form 4A lines 1-12	The ballot quantity currently remains at maximum of 700 ballot papers for a booklet depending on the number of registered voters in a given polling station.
29	Bidder requested for a definitive Sample Submission Matrix stating the exact number of samples required for each product, election type, form number, size and packaging configuration?	Technical Evaluation Criteria	Refer to mandatory technical evaluation of samples. Page 31
30	The bidder requested to know whether the samples should cover all seven election types in every applicable size, or one representative sample per election type and/or size?	Ballot Technical Criteria	Bidders will be required to submit booklets of seven hundred (700) ballots in all the twelve (12) sizes with their proposal. Bidders shall submit the representative samples for demonstrating all the different colours and the different sizes bound in seven hundred (700) pieces of ballot papers in

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			one booklet Each booklet should be presented with one (1) poster. For all the other items the tenderer to provide one samples to demonstrate bidder's capability to produce as per the required specifications
31	Bidder sought to know whether samples required for tactile folders are for all seven election types and all corresponding sizes, including A3/special sizes?	Tactile Folder Criteria	Bidders will be required to submit booklets of seven hundred (700) ballots in all the twelve (12) sizes with their proposal. Bidders shall submit the representative samples for demonstrating all the different colours and the different sizes bound in seven hundred (700) pieces of ballot papers in one booklet Each booklet should be presented with one (1) poster. Provide two (2) samples for tactile folders (One for President/County Governor and one for other elective positions) For all the other items the tenderer to provide one samples to demonstrate bidder's capability to produce as per the required specifications
32	Bidder requested the exact statutory form numbers and sizes required as samples,	Polling/Tallying Form Criteria	Refer to mandatory technical evaluation of samples (table B and C page 31-33)

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	including whether separate samples are required for Forms 34, 35, 36, 37, 38, 39 and 43?		
33	Bidder sought for clarification on whether the statutory form required set contains five sheets total or six sheets total?	Polling Form Mani-folding	The statutory form contains six sheets in total.
34	Bidder sought to know whether they may use dummy candidate/voter data and bidder-generated specimen artwork samples where official data, photographs, symbols and final artwork have not been supplied?	Technical Criteria; artwork/data not supplied	Bidders can use dummy and own specimen artwork samples.
35	Bidder sought to know whether the samples must contain fully operational watermark, UV, micro text, guilloche, embossing, tapered serialization, anti-copy and QR features, or are representative/demo features acceptable?	Security Feature Criteria	The samples must contain all security features as contained in the mandatory technical evaluation of samples page 30 of the tender document.
36	Bidder requested to know whether the third-party laboratory reports accompany samples, or will compliance be established through IEBC inspection/testing only?	Technical Evaluation	Refer to Inspection and Tests (section 26 page 115-116). The third laboratory report does not need to accompany the samples since the IEBC will establish its own testing mechanism.
37	Bidder requested clarity on the delivery timeline in relation to the Capacity stated as 150	Delivery Schedule	Yes, it includes production, freight, clearance and warehouse delivery. Refer

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	million ballots, 300,000 forms and 55,000 registers in 21 days, while delivery is within 30 days of LPO. Is 21 days manufacturing only, and does 30 days include production, freight, clearance and warehouse delivery?		to delivery schedule Page 100 of the tender document.
38	Bidder sought sort clarity on whether the 30-day period starts only after receipt of the LPO, final artwork, validated variable data, approved proofs and formal production authorization?	Delivery Schedule	Yes, it includes final artwork, validated variable data, approved proofs and formal production authorization.
39	Bidder sought to know whether the delivery deadline will be extended correspondingly without liquidated damages, If IEBC artwork, data or proof approval is delayed, will the delivery deadline extend correspondingly without liquidated damages?	Delivery Schedule; GCC.	The Commission does not anticipate any delay of artwork and approval.
40	The bidder sought to know the acceptable form the tender security as there was no uniformity between the invitation to tender, Tender Data Sheet and Preliminary Evaluation stage? Invitation permits a financial institution, insurance company or banker's cheque; TDS permits a bank or approved insurer; Stage 1 refers to a bank guarantee. Please confirm all acceptable forms and issuers.	Invitation to tender clause 7, TDS ITT 18.1.	Tender Security equivalent to Kenya Shillings Forty Million (40M) valid for 270 days from date of opening the tender in form of EITHER: (a) cash; OR (b) a bank guarantee; OR

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			(c) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority (PPRA); OR (d) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya (CBK). Valid for 270 days from date of tender opening. The guarantee shall be in format provided in Section IV - Tendering Forms.
41	The bidders requests confirmation on whether Tender Security validity is exactly 270 calendar days from the Tender opening/submission deadline (240-day Tender validity plus 30 days).	TDS ITT 17.1 & 18.1	Yes. it is.
42	Bidder's Query : Please confirm that both are cumulatively required: KES 200 million annual Framework Performance Security and an additional 10% of every Call-Off Contract Price.	TDS ITT 47.3; SCC ,GCC 18.1	Performance security shall be: (a) Framework Contract: Performance security not more than ten percent (10%) of the estimated Framework Contract value, as a Bank Guarantee

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			from a CBK-recognized bank, submitted before contract signing, valid for three Hundred and Sixty-Five (365) days, and renewed annually in Years two (2) and Three (3) failure to renew entitles the Commission to terminate the contract. (b) Call –off Orders: 10% of each Call Off Contract Price, submitted before signing Call Off Order, released to the supplier within thirty (30) days of delivery completion (c) Forfeiture: where a contract is not fully satisfactorily executed, the Performance Security shall be fully forfeited to the Procuring Entity as compensation, without prejudice to other penalties under the Act.
43	Bidder requested to know what period applies to furnishing Performance Security since the award provisions refer to 21 days while the sample letter of acceptance refers to 30 days?	Award provisions; sample Letter of Acceptance	The period is 30 days.
44	Bidders requested to know if audited statements prepared under Thai Financial Reporting Standards for Non-Publicly Accountable Entities can be accepted if accompanied by an auditor's reconciliation,	Preliminary Evaluation Stage	The financial statements must comply with IFRS reporting frameworks in the language of the tender

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	equivalence statement or IFRS conversion schedule?		
45	Bidder sought clarification on whether the threshold of 150 million ballot papers must be achieved under one single contract, or whether IEBC will accept an aggregate quantity delivered under two or more satisfactorily completed ballot-paper contracts within the prescribed five-year period. In addition the bidder also needs confirmation on whether a contract completed through several Call-Off Orders under one contract for purpose of calculating the 150 million ballot threshold?	Vendor Capacity Evaluation.	Must be a single contract for 150 million ballot papers
46	Bidder sought clarification on whether the bank letter must confirm a committed immediately available facility, or may cash, liquid assets, unencumbered assets and credit lines be combined?	Vendor Capacity Evaluation	The bank letter should confirm available credit facility.
47	Bidder sought clarification on whether the bank letter be issued by a reputable foreign bank, and is Kenyan correspondent confirmation required?	Vendor Capacity Evaluation	The bank Letter should be issued by a reputable bank approved and licensed by Central Bank of Kenya

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48	Bidder requested clarification on whether Data Processor/Controller registration be issued by Kenya's ODPC, or is equivalent registration/legal evidence from the tenderer's country acceptable?	Preliminary Evaluation Stage	Data Processor/Controller registration be issued by Kenya's ODPC, or its equivalent or a legally binding commitment on data protection.
49	Bidder sought to know if Kenyan registration must exist at bid submission or may the successful foreign tenderer obtain it before receiving election data/contract signature?	Preliminary Evaluation Stage	Provide a valid registration certificate as a Data Processor or Data Controller at bid submission
50	Bidder sought to know whether the disaster-recovery production site can be owned by the tenderer, in the same country and separately ISO 14298-certified, or may an affiliated/contracted certified facility qualify?	Preliminary Evaluation Stage	Documentary evidence of an operational disaster recovery production site to guarantee business continuity and timely delivery of ballot papers in the event of a disaster, system failure or disruption affecting the main production facility is acceptable and should be an affiliated/contracted certified facility
51	Bidder sought clarification on specific evidence required to prove the DR production site is operational, e.g. license, equipment list, photos, ISO certificate, production test, exercise record or inspection report?	Preliminary Evaluation Stage	Documentary evidence of an operational disaster recovery production site to guarantee business continuity and timely delivery of ballot papers in the event of a disaster, system failure or disruption affecting the main production facility is acceptable. The

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			evidence may include signed contracts, lease agreements, Memorandum of Understanding, Service Level Agreements, ISO 14298 certification.
52	Bidder sought confirmation on the correct tear-factor test standard and unit, since the tables specify tear factor but do not clearly assign a test method, while KS ISO 1924-2 generally concerns tensile properties/breaking length?	Specifications	Please refer to clause 4.11 Paper requirements for the ballot paper technical specification.
53	Bidder requests to know QR data structure, encoding rules, security requirements and verification method?	QR-code requirements	The ballot paper shall incorporate a unique machine-readable QR code containing variable data. The QR code shall remain fully legible and scannable throughout its intended lifecycle. The QR code shall be securely generated to prevent duplication or unauthorized reproduction. The variable data shall be provided to the successful bidder upon contract award
54	The bidder sought to know which security features/artwork will IEBC supply or design, and which must be independently designed by the supplier?	Security-feature requirements	All security features must be incorporated by the bidder as per the specifications and IEBC will only provide the candidates and voter data

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55	Bidder requests confirmation on the secure process and timeline for transfer, validation, approval, retention and destruction of candidate, voter and serialization data?	Variable-data requirements	This shall be agreed upon by the successful bidder during contract signing
56	Bidder needs clarification on whether the line containing variable data must be a continuous, or if it should be printed as a static continuous line adjacent to the variable data?	Micro text: Micro-text incorporating variable data	The ballot paper shall incorporate micro-text as a security feature to enhance protection against counterfeiting. The micro - text shall be designed as a continuous line and integrated with variable data. Microtext shall be seen as continuous line and only be visible under a minimum magnification of X10
57	Bidder sought to know whether each individual serial number set will be printed in multiple colors, or can it be in one black color?	Tapered serialization: Serialized with tapered number codes using a multi-colored ink combination.	Tapered serialization: Serialized with tapered number codes using a single-colored ink is acceptable
58	Bidder's query: How many variations are there per ballot type?	Variations of ballot paper types	One(1) President, Forty Seven (47) County Governor, Forty Seven (47) Senators, Forty Seven (47) Women Members to the National Assembly ,

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			Two Hundred and Ninety the Members of National Assembly and One Thousand Four Hundred and Fifty (1450) Members of the County Assembly
59	Bidder sought to know whether one booklet should contain the full station electorate, or will IEBC prescribe a standard maximum sheets per booklet? Since, Clause 4.8 states booklet quantity corresponds to registered voters at a polling station.	Ballot specification 4.8	Yes Please refer to clause 4.8 page 77 : Number of ballot papers in a booklet
60	Bidder requested for provision of the expected maximum registered voters per polling station for booklet and capacity planning.	Ballot specification 4.8	Yes Please refer to clause 4.8 page 77 : Number of ballot papers in a booklet
61	Bidder requested to know whether final polling-station allocation files, package composition, pallet configuration and distribution lists be provided with each Call-Off Order?	Packaging requirements	Refer to clause 5 page 77 : Packaging and marking to packaging requirements
62	Bidder sought confirmation that Kenya Shilling unit prices will remain fixed for all three years despite exchange-rate, paper, freight, insurance, tax and statutory-cost changes.	TDS ITT 13.5; GCC 15.1	Yes: prices shall remain fixed for the entire contract period

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63	Bidder sought to know whether DDP prices including Kenyan taxes, customs duties, import charges, Capacity Building Levy, international freight, insurance, clearing, inland transport and unloading at IEBC's warehouse?	Form 4A; TDS ITT 13.8	Yes. DDP prices including Kenyan taxes, customs duties, import charges, Capacity Building Levy, international freight, insurance, clearing, inland transport and unloading at IEBC's warehouse
64	Bidder requests to know if the number of JV members is not limited.	ITT 3.1	Joint Venture is Not Allowed
65	Bidder requested the Procuring Entity to kindly remove the embossing requirement from the ballot paper specification. The requirement may unnecessarily restrict participation and may increase the complexity and cost of production. Other specified security features such as watermark, UV-sensitive features, anti-copy features, guilloche patterns, micro-text and QR code already provide robust security controls.	Section V – Ballot Paper Specification, Clause 4.3.6	The ballot paper specifications remain as is. Refer to clause 4.3 Security feature on page 73 for the ballot paper specifications.
66	Kindly clarify whether the stipulated 21-day period for production/manufacturing capacity is required to be completed within the 30-day delivery period from the date of LPO, or whether the 21-day production period and 30-day delivery period are separate and sequential. We request the Procuring Entity to clearly	Section III – Evaluation & Qualification Criteria, Stage 3, Item 2 / Section V – Schedule of Requirements	The 30 days delivery period refers to production, freight, clearance and warehouse delivery beginning from the date of LPO. Refer to delivery schedule Page 100 of the tender document.

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	define the applicable timeline for production, printing, packing and final delivery.		
67	We request the Procuring Entity to kindly reduce the minimum average annual supply turnover requirement from KES 6 billion to KES 4 billion. A KES 4 billion threshold would enable participation by capable and technically experienced security-printing companies while maintaining adequate financial capacity to execute the requirement.	Section III – Evaluation & Qualification Criteria, Stage 3, Item 4 – Financial Capacity	Evaluation & Qualification Criteria, Stage 3, Item 4 – Financial Capacity remain as is.
68	Since this is an Open International Tender and foreign/international bidders are expressly eligible, we request the Procuring Entity to remove the mandatory 40% local content requirement for international bidders, or clearly provide an exemption/alternative compliance mechanism for foreign bidders. This will ensure wider international participation and a level playing field for bidders whose goods are manufactured outside Kenya.	Section III – Preliminary Examination, Criteria 12/17 – Local Content	40% Local Content Plan is mandatory for every foreign tenderer pursuant to the PPADA,2015 (Revised Edition, 2022)
69	Kindly clarify the number of members permitted in a Joint Venture (JV) for this tender. Kindly confirm that a JV may comprise more than two members, subject to compliance with all applicable tender requirements.	ITT 3.1 / TDS – Maximum number of JV members	Joint Venture Not Allowed

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70	We request the Procuring Entity to kindly remove the mandatory ISO 14298 certification requirement, or alternatively permit bidders to submit a valid certification issued or recognized in their country of origin as an equivalent certification. For example, bidders from India may be permitted to submit ISO 27001 certification for Information Security Management, together with supporting evidence demonstrating their capability in secure printing and information-security controls. This would avoid restricting participation to bidders holding one specific certification standard.	Section III – Preliminary Examination, Criterion 11 – Security Printing Certification	The ISO 14298 certification requirement is mandatory.
71	Considering that the Framework Contract will remain valid for three years, kindly provide the planned/estimated scope of work and expected call-off requirements for each year of the contract, including the anticipated quantities of ballot papers, tactile folders, registers of voters, statutory/result declaration forms, ballot posters and any other printing-related jobs to be undertaken during the contract period. This information will assist bidders in accurately assessing production capacity, manpower, raw	Invitation to Tender / Section III – Award Criteria / Section V – Schedule of Requirements	The quantities will be on an “as and when required” basis

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	material planning and pricing for the entire contract period.		
72	Ballot Paper specifications p77 – 4.8 Number of ballot papers in a book. The definition provided here is that “the number of ballot papers in a booklet shall be as per the number of registered voters in a polling station” which does not make any sense. As an example, if there are 998 voters in a polling station, there cannot be 1 book of 998 or 1000 ballot papers. The normal protocol is for either 50 or 100 ballot papers per book, and the number of books (booklets) can be aligned to the number of voters registered at that polling station, but there cannot be more than 100 ballot papers per book.		The ballot quantity currently remains at maximum of 700 ballot papers for a booklet depending on the number of registered voters in a given polling station.
73	Exemptions on taxes and duties that the IEBC may have in place for the import of the ballot papers and other materials – are all customary taxes and duties applicable (per standard importing rules) or does the IEBC as a government institution have exemptions?		Currently there are no tax exemptions
74	Request for review and adjustment of the requirements under Technical Evaluation of Vendor Capacity. Requirement No 2 stipulates		This is a requirement under Technical Evaluation of Vendor Capacity.

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	that the bidder must have supplied “not less than 150 million ballot papers under a contract in the last five years”. This is highly restrictive and unreasonable as, other than Kenya, there is no other country in Africa that would issue such a contract – only Uganda and Nigeria have similar volumes of ballot papers, but in both cases the total volume is split to multiple lots. If this requirement has to stand as is, it would mean that the only compliant vendor could be a previous vendor to IEBC, and this not free and competitive bidding.		
75	Request an extension of the tender submission date by 2 weeks. This is justified by the amount of samples to be produced (this is not yet clarified, but raised first by another bidder in the meeting) and also the final specification that may be different when clarifications are issued. In addition, we are currently being subjected to longer delivery periods by banks when issuing bank guarantees for international tenders, and so this also compels us to request an extension. We also note that the general election of 2027 remains some 12 months away and therefore it is not unreasonable to ask the Commission to grant an extension at this me.		This shall be communicated through an addendum

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76	Requirement for Embossing on the ballot papers. This is not normally used in ballot paper printing and has an impact on the press speed when printing, slowing output. We propose that is removed completely as a specification, the amended ballot paper specification would remain highly secure.		The ballot paper specifications remain as is. Refer to clause 4.3 Security feature on page 73 for the ballot paper specifications.
77	Ballot Paper Sample Requirement Page 31 of the corrected tender states that: “Each sample to be submitted as listed above shall have minimum of 700 ballot papers well bounded.” Kindly confirm the exact sample requirement. Specifically: - Is a minimum of 700 ballot papers required for each of the twelve listed ballot-paper dimensions? - Are separate sets of 700 ballot papers also required for each of the seven elective-position/referendum colour categories? - If both requirements apply, kindly confirm the total number of ballot-paper samples expected from each bidder.		Bidders will be required to submit booklets of seven hundred (700) ballots in all the twelve (12) sizes with their proposal. Bidders shall submit the representative samples for demonstrating all the different colours and the different sizes bound in seven hundred (700) pieces of ballot papers in one booklet Each booklet should be presented with one (1) poster. Provide two (2) samples for tactile folders (One for President /County Governor and one for other elective positions) For all the other items the tenderer to provide one or two samples to demonstrate bidder's capability to produce as per the required specifications.

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	d. Must all the prescribed security features be demonstrated on each 700-piece sample set, or may representative samples be used to demonstrate particular security features?		
78	6. Production and Delivery Timeline The corrected tender refers to an expected 21-day production period under the Business Continuity requirements, while the Financial Evaluation Criteria refers to a delivery period of ten (10) days and below. Kindly confirm: a. The actual mandatory contractual production and delivery period; b. Whether a delivery period exceeding ten days would render a tender non-responsive or affect only the financial evaluation; and c. How the 10-day delivery requirement is intended to operate together with the stated 21-day production-capacity requirement.		The 30 days delivery period refers to production, freight, clearance and warehouse delivery beginning from the date of LPO. Refer to delivery schedule Page 100 of the tender document.
79	40% Local Content Plan		Refer to Form 5: Local Content Plan

No.	BIDDER QUERY	REFERENCE	RESPONSE / CLARIFICATION
	Form 5 requires a minimum local content of 40% of the Total Tender Sum. Kindly confirm: - Whether the cost components specifically listed in Form 5 — including taxes, Kenyan-registered shipping, Kenyan-owned clearing and forwarding, local transportation, security and materials handling — will all qualify toward the 40% requirement; - What additional items may be included under “Others”; - Whether local project management, local labour, local packaging, warehousing, professional services and other locally sourced services may qualify; and - What documentary evidence IEBC expects bidders to provide at tender stage to substantiate the proposed local-content values.		
80	Submission of Physical Samples Given the volume of mandatory samples, kindly confirm:		Bidders will be required to submit booklets of seven hundred (700) ballots in all the twelve (12) sizes with their proposal. Bidders shall submit the

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	a. Whether samples should be enclosed within the main Tender package or submitted in separately sealed and labelled sample packages; b. Whether only one physical sample set is required, notwithstanding the requirement for one Original and two hard copies of the Tender; c. The required sample-package labelling; and d. Whether bulky sample packages should be delivered directly to the Procurement Office, 5th Floor, Room 525.		representative samples for demonstrating all the different colours and the different sizes bound in seven hundred (700) pieces of ballot papers in one booklet Each booklet should be presented with one (1) poster. For all the other items the tenderer to provide one or two samples to demonstrate bidder's capability to produce as per the required specifications The package should be one, clearly labelled with the Tender Number, Description, Closing/Opening dated and Address. Enclosed are, the enveloped tender documents (Original and copy) and enveloped samples. All samples submitted shall be packed in corrugated fibre boxes or other suitable packaging to prevent damage during storage and transportation Bulky tenders and samples should be delivered to the Procurement Office, 5th Floor, Room 525, Anniversary Towers, University Way, Nairobi Kenya

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81	13. Tender Security The TDS provides for the KES 40 million Tender Security to be issued by a reputable bank or qualifying insurance company, whereas the Preliminary Mandatory Evaluation states that the security should be in the form of a bank guarantee. Kindly confirm whether a guarantee issued by an insurance company registered and licensed by the Insurance Regulatory Authority and acceptable under the TDS is compliant for purposes of the Preliminary Evaluation, or whether a bank guarantee is mandatory.		Tender Security equivalent to Kenya Shillings Forty Million (40M) valid for 270 days from date of opening the tender in form of EITHER: (a) cash; OR (b) a bank guarantee; OR (c) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority (PPRA); OR (d) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya (CBK). Valid for 270 days from date of tender opening. The guarantee shall be in format provided in Section IV - Tendering Forms.

No.	BIDDER QUERY	REFERENCE	RESPONSE / CLARIFICATION
82	1) Mandatory Technical Evaluation of Vendor Capacity (page 34), [Previous Tender Version]: Production Capacity no2: The Tenderer must have installed capacity to manufacture at least 150,000,000 ballot papers; indicative 300,000 Forms and 55,000 register of voters in a period of 21 days. [New Tender Version]: THE ABOVE REMOVED FROM TECHNICAL EVALUATION CAPACITY AND A NEW CHAPTER HAS BEEN INTRODUCED CALLED 'Post-Qualification/Due Diligence Evaluation Criteria' On page 35 via a physical inspection at the factory of the tenderer. In this case the tenderer is not obliged to submit documented proof of his technical capacity but just presenting his capacity, machinery, printing technology during physical inspection. We believe that the technical capacity of the tenderer must be requested and properly documented and proven in writing ahead to a		This is covered under Mandatory Technical Evaluation No. 2 Similar Experience.

No.	BIDDER QUERY	REFERENCE	RESPONSE / CLARIFICATION
	physical inspection that must validate his declarations.		
83	Mandatory Technical Evaluation of Vendor Capacity (page 34), no 5 [Previous Tender Version]: Requested Evidence "Operational Business Continuity Plan" [New Tender Version]: Operational Business Continuity Plan (BCP): actionable step by step procedures to manage logistical workarounds. This entails the twenty-one (21) expected production period and re-works in case of changes in artworks to deliver on time/without any delay Verified records, policies and plans on maintenance or rapid recovery of operations during disruptions. Logistics and Routing Plans Risk assessment reports" New tender request from the tenderer to provide a plan on paper explaining that he can manage logistical workarounds, he keeps records and apply policies on maintenance and makes risk assessment reports. None of the above is related to an Operational Business Continuity Plan as clearly stated on page 28		Documentary evidence of an operational disaster recovery production site to guarantee business continuity and timely delivery of ballot papers in the event of a disaster, system failure or disruption affecting the main production facility is acceptable

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	(no10) that the tenderer shall provide documentary evidence of an operational disaster recovery production site to guarantee business continuity and timely delivery of ballot papers in the event of a disaster, system failure or disruption affecting the main production facility. Non-compliance on the above request expose any Electoral Commission on the risk that in case of a failure of the tenderer's primary production site the elections must be canceled!		
84	We request that the following specialized requirements be reconsidered These specialized features will add significant cost and production time without necessarily providing proportionate additional security. 1.Multi-Color Tapered Serial Number → Normal Single-Color Tapered Serial Number The main purpose of a serial number is identification, control and reconciliation. A clear black variable serial number serves the same purpose effectively. Multi-color tapered numbering will create harder Authentication		Tapered serialization: Serialized with tapered number codes using a single-colored ink is acceptable The security Guilloche and the micro-text shall be different for each elective position

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	challenges, processing time requiring more specialized equipment, increases production time and cost. 2.Variable Guilloche → Security Guilloche Guilloche itself is a well-established anti-copy security feature. Making every guilloche variable adds substantial data processing and production complexity, while the security benefit may not justify the additional cost and time. A properly designed regular security guilloche provides effective protection and is widely used in ballots world over. 3.Variable Microtext → Microtext The security of microtext comes mainly from its extremely small size and difficulty of reproduction. Making the microtext variable will result in increased Font size, as the printing will be done digitally. Further increase in processing time, and production time, without necessarily providing significant additional security. Regular microtext remains an effective security feature. Request:		

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	Considering the very large quantity of ballot papers and the limited election production timeline, we request that these requirements be normalized. Specialized variable features will increase the cost of ballot papers, slow production and ultimately create an additional financial burden on the Procuring Entity, without a proportionate increase in practical security. We therefore request acceptance of single-color variable serial numbering, security guilloche and security microtext, while maintaining the required overall ballot paper security level		

Kulundu R. K. (Mrs.)
Ag. Commission Secretary/CEO