REPUBLIC OF KENYA

GOVERNMENT OF MAKUENI COUNTY

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Date: 18th November 2026

TENDER NO. 2676794/2026/2027

CLARIFICATION ON SUBMISSION OF EMPLOYMENT CONTRACTS FOR PROPOSED TECHNICAL PERSONNEL

The Procuring Entity wishes to clarify the requirement under Page 37 of the tender document regarding the submission of employment contracts for proposed technical personnel.

The requirement is intended to establish the employment or engagement relationship, qualifications and availability of the proposed personnel for purposes of technical evaluation.

In recognition of the provisions of the Data Protection Act, 2019, and the principles of lawful processing, purpose limitation, data minimization and confidentiality, bidders are hereby advised that submission of complete employment contracts is not mandatory where equivalent documentary evidence is provided.

Accordingly, bidders may submit any of the following as evidence of the employment or engagement relationship:

- Employer confirmation letters;
- Appointment or engagement letters;
- Relevant extracts of employment contracts; or
- Other verifiable documentary evidence demonstrating the employment or engagement relationship and availability of the proposed personnel.

Where employment contracts or other documents containing personal or confidential information are submitted, bidders may redact information that is not relevant to the tender evaluation, provided such redactions do not obscure details necessary for verification.

For avoidance of doubt, all bidders remain required to comply with the other technical evaluation requirements, including submission of the proposed personnel's CVs and relevant academic and professional certificates, as stipulated in the tender document.

This clarification shall apply uniformly to all prospective bidders and shall form part of the tender requirements for purposes of evaluation.

Yours Faithfully,

Cyrus Mutisya Ngonyo
Chief Officer- Socio-economic Planning, Budget, Revenue, M&E