



KARATINA UNIVERSITY

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ADDENDUM NOTICE

Karatina University notifies eligible bidder of addendum number 1 on clarification/correction of the Tender document for RFP Tender for **supply, delivery, testing, installation and commissioning of Electronic Document Management System open tender to be Opened on 17th April, 2025 at strictly 11:00 A.m EAT**

ITEM	TENDER NO	TENDER NAME	ELIGIBILITY	CLOSING /OPENING DATE	CLOSING /OPENING TIME
1.	KarU/OT/0017/2 024-2025	REQUEST FOR PROPOSAL (RFP) TENDER FOR SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ELECTRONIC DOCUMENT MANAGEMENT SYSTEM (EDRMS)	Open	17 th April, 2025	11:00 Am EAT

Further the following changes have been done on the Tender Document Technical Criteria and has been amended as follows: -

	ANNEX 1		Amendments
	TECHNICAL SPECIFICATIONS		
	Description	Requirements	
2	Products Consideration	<ul style="list-style-type: none">• Open-Source Flexibility: Built on an open-source licensing model, providing adaptability and community support.• Modular and Consistent Architecture: Employs a unified architecture with shared business logic, user interface, content repository, and	Not applicable

		<p>security/administration modules for seamless integration.</p> <ul style="list-style-type: none"> • No-Code Configuration: Offers easy configuration through wizards, eliminating the need for custom coding. • Unified User Experience: Provides a single-page interface for streamlined access to navigation, search results, documents, and metadata. • Scalable Document Management: Capable of storing and managing over one billion documents, accommodating large data volumes. • High-Performance Concurrent Access: Proven to efficiently support over 500 concurrent users, ensuring reliable performance under heavy load. 	
27	System Licensing	<ul style="list-style-type: none"> • Open-source licensing model 	Not applicable
ITT 22.1		A Tender Security of Ksh 100,000,000 from a bank or insurance approved by IRA shall be required.	A Tender Security of Ksh 100,000.00 from a bank or insurance approved by IRA shall be required

Interested and eligible bidders may view and download tender documents free of charge from the University's website www.karu.ac.ke or the PPIP tender portal www.tenders.go.ke
Enquiries may be sent via email to procurement@karu.ac.ke

Completed tender documents should be deposited in the Tender Box placed at the Administration Block at Karatina University (Main Campus) on or before the closing date and time as indicated above. Late submission will not be accepted.

The tender **MUST** be submitted in two (2) copies as follows:-

- Technical Proposal: one (1) original and 1 (one) copy
- Financial Proposal: one (1) original and 1 (one) copy.

Sealed tenders must be marked with the tender name and reference number and addressed to:

The Vice Chancellor, Karatina University
P.O. Box 1957 – 10101, KARATINA

Tenders will be opened as scheduled above, The opening will take place in the Conference Hall at the Main Campus, Kagochi, Karatina in the presence of bidders or their representatives who wish to attend.

Further information is available at www.karu.ac.ke



Karatina University: ISO 9001:2015 Certified