COUNTY GOVERNMENT OF KITUI

PUBLIC SERVICE MANAGEMENT AND GENERAL ADMINISTRATION

TENDER NOTICE

TENDER NO: CGOKTI/PSMGA/004/2026-2027

NEGOTIATION NO. 2681945

PROCUREMENT OF MEDICAL INSURANCE, GROUP LIFE COVER AND LAST EXPENSE.

1.0 INTRODUCTION:

The County Government of Kitui intends to procure Medical Insurance, Group Life Cover and Last Expense for all County Government Officers in fulfillment of its obligations under the Employment Act that requires every employer to make provision for sufficient medical attention to Employees.

2.0 THE OBJECTIVE

The purpose of the Tender is to invite all eligible registered insurance firms licensed by Insurance Regulatory Authority (IRA) to offer Insurance services in Kenya to provide a Medical Insurance, Group Life Cover and Last Expense for all County Government Officers in the County Government of Kitui.

3.0 SCOPE

The cover is for all County Officers. The Insurance sought is intended to cover all County officers and shall be on family shared basis covering member, spouse and dependent children less than 18 years of age and up to a maximum of twenty– six (26) years of age if still in school.

The successful Insurance firm shall enter into a **One (1) year** contract **renewable,** the second year's renewal shall depend upon satisfactory performance in the first year.

4.0 THE MEDICAL COVER

The Cover has been designed to provide;

In-patient per family, out-patient per family, maternity per family, dental per family and optical per family benefits on family shared basis.

(i) In-patient
(ii) Out-patient
(iii) Dental cover per family
(iv) Optical cover per family
(v) Maternity per female member/married male member
(vi) Last expense

Interested Insurance firms are invited to submit their bids and are required to present written evidence of the following: -

(i) Provide Certificate of Registration/or Incorporation
(ii) Provide a valid tax Compliance Certificate from Kenya Revenue Authority.
(iii) Provide a valid single business permit
(iii) Provide a valid copy of underwriting certificate from Insurance Regulatory Authority(IRA)
(iv) Attach a valid evidence membership from Association of Kenya Insurers (AKI)
(v) Bidders must not share a link in the IFMIS System during uploading of the documents

The tender documents containing detailed information on the tenders can freely be downloaded from the County Government of Kitui Website (www.kitui.go.ke) or PPIP Portal: www.tenders.go.ke with effect from **13th November, 2026.**

Bids shall be valid for a period of 140 days after bid opening. Tenders must be accompanied by bid security of **Ksh.4,700,000.00 (Four million and seven hundred thousand only)** in form of a bank guarantee.

Completed tender documents **MUST** be submitted through the **IFMIS SUPPLIER PORTAL**www.supplier.treasury.go.ke,(http://www.supplier.treasury.go.ke) so as to be received on or before **Friday 27th November, 2026 at 12:00 Noon. Tenderers will be required to submit One (1) complete hard copy (original)** which must be dropped at the tender Box situated at the entrance of the Annex administration Block Building, Savani Road opposite the Kitui Central CDF Office on or before the tender closing date and time (**Friday 27th November, 2026 at 12:00 Noon**). **In case of any inconsistency between the manual (physical) tender document and the one submitted through the IFMIS Portal, the online document (through IFMIS) shall prevail.**

NOTE: Bidders who may experience challenges in accessing and uploading their tenders in the IFMIS Tender Portal should contact the IFMIS helpdesk (Tel: 0800721477/020480180) at the National Treasury.

Agnes Mulewa
Accounting Officer-Public Service Management and General Administration