

## ADDENDUM No.1

### Digitally Enabled Agripreneur Model

**Reference No.**      **KE-MOALF-478015-NC-RFB**

#### Issue raised

We noted that the **TOR outlines a 12-month contract duration**, while the **payment terms and deliverables appear to extend over 18 months**. Could you please confirm whether the **payment schedule will be aligned with the 12-month contract period** as stated in the TOR?

#### Clarifications

The clarification is as indicated in the table 1 below

**Table 1: Clarification on Payment Terms of the Contract**

<b>Payment milestone</b>	<b>Deliverable</b>	<b>Timeline for submission of deliverable after Contract Commencement</b>	<b>Payment percentage</b>
End of Q1 payment	<ul style="list-style-type: none"><li>• Application that provides county specific tailor-made content for the selected value chains.</li><li>• Digital AP training modules.</li></ul>	30 days	30%
	<ul style="list-style-type: none"><li>• Agripreneur (AP) network deployed at KALRO Big Data</li><li>• Access of the operationalized AP Network to all County APs</li></ul>	30 days	
	<ul style="list-style-type: none"><li>• Software platform that integrates all services offered by the DAT and mapped to respective operational county dashboards.</li><li>• Linked service catalogues to the individual APs and Wards of coverage.</li></ul>	30 days	
	<ul style="list-style-type: none"><li>• Comprehensive Database/Dashboard of all Agripreneurs and anchor institutions that are linked to CIGs, VMGs, FPOs, SACCOs, and Public actors at ward level.</li></ul>	70 days	

	<ul style="list-style-type: none"> <li>• Inception report of the Work Plan to include an incubation and mentorship plan, calendar of events, and organogram of team capacity. A list of all field-based staff, including contacts.</li> </ul>	15 days	
	<ul style="list-style-type: none"> <li>• Strategy on incubating and moving Agripreneurs to commercialization</li> </ul>	15 days	
	<ul style="list-style-type: none"> <li>• Monthly Progress reports in format acceptable to Employer</li> <li>• Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Report on all staff deployed during incubation</li> <li>• Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• AP Operations Manuals Acceptable to the Employer.</li> </ul>	60 days	
	<ul style="list-style-type: none"> <li>• First Quarterly Progress reports</li> </ul>	Every 90 days	
	<ul style="list-style-type: none"> <li>• An inventory report of all service providers.</li> <li>• Fully integrated payment solution to AP network.</li> </ul>	Updated monthly for 12 months.	
End of Q2 payment	<ul style="list-style-type: none"> <li>• Monthly Progress reports in format acceptable to Employer</li> <li>• Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	20%
	<ul style="list-style-type: none"> <li>• Report on all staff deployed during incubation</li> <li>• Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Mid-term progress Report for APs during the Incubation Phase</li> </ul>	165 days	
	<ul style="list-style-type: none"> <li>• Monthly Progress reports in format acceptable to Employer</li> <li>• Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Report on all staff deployed during incubation</li> <li>• Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>• Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	

	<ul style="list-style-type: none"> <li>Quarterly Progress reports</li> </ul>	Every 90 days	
	<ul style="list-style-type: none"> <li>A sustainability strategy for post-acceleration support report after commercialization. This should be revised as needed based on learnings on the program</li> </ul>	360 days	
	<ul style="list-style-type: none"> <li>Monthly Progress reports in format acceptable to Employer</li> <li>Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Report on all staff deployed during incubation</li> <li>Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Quarterly Progress reports</li> </ul>	Every 90 days	
End of Q3 payment	<ul style="list-style-type: none"> <li>Monthly Progress reports in format acceptable to Employer</li> <li>Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	20%
	<ul style="list-style-type: none"> <li>Report on all staff deployed during incubation</li> <li>Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Quarterly Progress reports</li> </ul>	Every 90 days	
End of Q4 payment	<ul style="list-style-type: none"> <li>Monthly Progress reports in format acceptable to Employer</li> <li>Performance report, and for all APs assigned per ward at incubation phase.</li> </ul>	Every 30 days	30%
	<ul style="list-style-type: none"> <li>Report on all staff deployed during incubation</li> <li>Report on all support call logged</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Capacity Building/ Mentorship Training Report</li> </ul>	Every 30 days	
	<ul style="list-style-type: none"> <li>Submission and acceptance of final report</li> </ul>	After 12 months	

#### NOTE

1. Other terms and conditions of the Request for Bids remains the same.
2. This addendum is part of the bidding documents
3. The addendum can also be downloaded from Kilimo website: [www.kilimo.go.ke](http://www.kilimo.go.ke)

4. The bid submission date remains 16<sup>th</sup> June, 2025 at 11.00 am East African time

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**National Project Coordinator – NAVCDP**