

10<sup>th</sup> August 2020

**Request for Clarification**  
**ITB No. N\_95\_2020\_KEN**

Dear Bidders,

Reference is made to IDLO Procurement Exercise, ITB No. **N\_95\_2020\_KEN** issued on 4<sup>th</sup> August 2020 for Door to Door International Courier Services through IDLO procurement website as well as Tendersoko.com which is a public online tendering platform.

This letter responds to requests for clarification to the ITB No. **N\_95\_2020\_KEN** raised by bidders (attached as Annex-A). Bidders are to refer to Annex A for any queries regarding the mentioned bid.

All other terms and conditions of the ITB remain unchanged and remain applicable in full force. We appreciate your continuous interest with IDLO and look forward to receiving your valued offer.

IDLO Procurement Unit

**Annex A**  
**Requests for Clarifications**  
**ITB No. N\_95\_2020\_KEN**

Questions	Answers
What are the commodities of the parcels?	This is addressed under annex C – General information- Office document files
Can we request the number of annual volume of the shipments?	This volume is unpredictable and varies from time to time. This is purely guided by the need of the organization on a case by case basis. The frequency of shipment will ideally be monthly but not necessarily
On page 13, 3 <sup>rd</sup> paragraph, it is mentioned that Fragile parcels shall be included in the service, please specify what are the fragile parcels	Fragile parcels relate to documents printed on delicate paper