

 <p><b>Insurance Regulatory Authority</b> <i>Bima Bora kwa Taifa</i> <b>IRA</b></p>	<p><b>INSURANCE REGULATORY AUTHORITY</b></p> <p><b>ADDENDUM NO.1 – TENDER NO. IRA/114/2022-2023 FOR PROVISION OF CONSULTANCY SERVICES TO CONDUCT AN INFORMATION SYSTEMS AUDIT</b></p>	<p><b>TENDER NO. IRA/114/2022-2023</b></p>
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In reference to the **TENDER FOR PROVISION OF CONSULTANCY SERVICES TO CONDUCT AN INFORMATION SYSTEMS AUDIT** – posted on 22<sup>nd</sup> March, 2023. Insurance Regulatory Authority (IRA) hereby issue Addendum No. 1 clarifying/amending tender document as below:

S/NO.	CLAUSE/PARAGRAPH OF TENDER DOCUMENT	INSURANCE REGULATORY AUTHORITY RESPONSE/AMENDMENT TO THE TENDER DOCUMENT
1.	<p><b>Section 5: Terms of Reference item 4 page 67</b></p> <p>How many servers (OS and DB) support the following systems in scope:</p> <ul style="list-style-type: none"> <li>a) Integrated management information system (IMIS)</li> <li>b) Sage a Financial Management system</li> <li>c) Memory Soft Payroll System</li> <li>d) TeamMate Audit Management System</li> </ul>	<ul style="list-style-type: none"> <li>(a) 2 servers, (Windows server 2012R2, SQL Server 2017)</li> <li>(b) 1 server, (Windows server 2016, SQL Express 2019)</li> <li>(c) 1 Server, (My sql, Windows server 2008)</li> <li>(d) 1 Server (2008R2, Windows server 2008R2)</li> </ul>
2.	<p><b>Section 5: Terms of Reference item 3(f) page 66</b></p> <p>Kindly clarify if the below scope which was included in the terms of reference represents configuration review of the servers and the network review:</p> <p><i>Client/Server, Telecommunications, Intranets, and Extranets: An audit to verify that telecommunications controls are in place on the client server, and on the network connecting the clients and servers.</i></p>	<p>YES: This will include the configuration review.</p>

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3.	On the data sheet, ITT 22.1, it outlines that, [Other eligibility and mandatory criteria shall be: As stated under Section 3 Technical Proposal], while in FORM TECH-7: MANDATORY DOCUMENTARY EVIDENCE, it outlines that [The Consultant shall use this form to submit all the required support documentary evidence as required in the RFP, especially the mandatory and eligibility criteria specified in the Data Sheet ITC 22.1]. Kindly clarify on the mandatory requirement to include in the proposal.	The mandatory requirement to include in the proposal are detailed in Clause 22.1 of Information to Consultants (ITC). The Consultant shall use Form TECH-7: MANDATORY DOCUMENTARY EVIDENCE to list and submit all the required support documentary evidence as required in the RFP, especially the mandatory and eligibility criteria specified in Clause ITC 22.1.  Under the Data Sheet ITC 22.1, The consultant shall be required to paginate their proposal from Page 1 to the last page.
4.	Your letter, page 10 of 151 in the RFP, guides that the maximum number of JV members shall be specified in DS. However, the data sheet indicates " <b>NOT APPLICABLE</b> " on the maximum number of members in the JV.	The Joint Venture (JV) in this assignment is permissible.

Except as clarified herein, all the other terms and conditions of the tender remain the same.

**CHIEF EXECUTIVE OFFICER**