



KENYA REINSURANCE CORPORATION LTD

ADDENDUM 1

The Kenya Reinsurance Corporation Ltd has found it necessary to issue addenda to further clarify various aspects of the tender for Provision of Audit and Taxation Services **KRC/1821/2022/048** as stated below, the tender was advertised on MY GOV and the Kenya Re website **www.kenyare.co.ke** on 26th April 2022.

S/N	REQUEST FOR PROPOSAL FOR PROVISION OF AUDIT AND TAXATION SERVICES TENDER NO. KRC/1821/2022/048	
	BIDDER'S QUERY	KENYA RE'S RESPONSE
1	Detailed financial information for the group and subsidiaries (audited financial information for all subsidiaries for the year ended 31 Dec 2021 would suffice)	The group & Company accounts have been uploaded in the Corporation website
2,	A list of all IT systems in use for all the subsidiaries	<ul style="list-style-type: none"> ▪ SICS system – for Reinsurance operations ▪ Oracle EBS - Reporting system <p>All the system are domiciled & maintained in Kenya (Head office).</p>

3	<p>Details of the current Board of Directors of the group and its subsidiaries</p>	<ul style="list-style-type: none"> ▪ Kenya – 11 Directors ▪ Zambia - 7 Directors ▪ West Africa - 7 Directors ▪ Uganda - 7 Directors
4	<p>Audit for years 2022,2023 and 2024.</p> <p>a) We request Kenya Re management to share a copy of the 2021 Kenya Reinsurance Corporation audited financial statements.</p> <p>b) We request management to share copies of all subsidiary entities last set of audited financial statements</p> <p>c) We request management to confirm if the fee quotation should include subsidiaries in Uganda, Kenya, Zambia and Coted D' Voire.</p>	<p>This has been uploaded in the Corporation Website</p> <p>This has been uploaded in the Corporation Website</p> <p>No quote for the Subsidiaries. The Subsidiaries will be audited by the affiliates in those countries. The only role for the Auditor in Kenya will be to consolidate the position of the Group</p>

Tax services for years 2022,2023 and 2024.

a) In light of the independence restrictions for external auditors on provision of non-audit services, management to confirm that the taxation services that we should quote for will only cover services permissible for listed audit client under the IFAC code of ethics for Professional Accountants Section 604 (copy attached) that are listed below:

- Review of the corporate income tax computation for the years of income 2022, 2023 and 2024;
- Advising management on the corporate income tax instalments and the balance of tax payable for the years of income 2022, 2023, and 2024; and
- Review of the corporate income tax return before it is filed.

Management to confirm that except for permissible services listed above, the external auditors will not be expected to provide services that are not permissible under the IFAC Code of Ethics and by extension the ICPAK code of Ethics

5

We confirm that these are the requirement.

<p>6</p>	<p>Bi-annual tax health check services</p> <p>a) Management to confirm that health check services will be limited to the review of the tax compliance status of the company for the tax heads indicated below and issuance of an advisory report indicating our recommendations to management as required by the IFAC Code of Ethics for professional accountants without taking on management roles.</p> <ul style="list-style-type: none"> • Corporation tax • Withholding Tax • Pay As You Earn (PAYE) • Value Added Tax • Excise Duty <p>b) Management to confirm that the tax review period covered will be from 1 January to 31 December for each year of income.</p> <p>c) Management to confirm if the tax reviews will only cover the parent company only or if this will also include subsidiary entities in Uganda, Zambia and Colt Dvoire.</p> <p>Service charge audit for years 2022,2023 and 2024.</p> <p>a) We request management to share a copy of the latest set of audited service charge financial statements</p>	<p>We confirm that these are the requirement.</p> <p>The review will be for the year of income January-December.</p> <p>This is only for the parent company</p> <p>If you have not received this report, please send email to procurement@kenyare.co.ke and it will be emailed to you.</p>
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The addendum has been sent to all bidders who have so far downloaded the respective tender documents. Any bidder who has not received their relevant addendum may download the same from the Kenya Re website www.kenyare.co.ke. All other conditions and requirements in the respective principal tender documents remain the same.

Prospective bidders may download the principal tender document from the Kenya Re website www.kenyare.co.ke free of charge.

Tenders in sealed envelopes bearing the correct **tender number** should be deposited in the Tender Box located on the 16th floor of Reinsurance Plaza Aga Khan Walk Nairobi or be sent to:-

Managing Director
Kenya Reinsurance Corporation, Ltd
Reinsurance Plaza, Nairobi
Aga Khan Walk
P.O. Box 30271 - 00100
NAIROBI

To be received by **5th May 2022 at 10.00 a.m.** Tenders will be opened the same day and time in the Corporation's Boardroom in the presence of bidders or their representatives who choose to attend.