



ADDENDUM NO. 2

REF: PREQ-SFX-2026-28 PREQUALIFICATION OF SUPPLIERS (2026–2028)
SUBJECT: AMENDMENT AND CLARIFICATION REGARDING CATEGORY
A: SUPPLY OF GENERAL OFFICE EQUIPMENT AND STATIONERY AND
CATEGORY B: PROVISION OF CATERING AND CAMP MANAGEMENT
SERVICES

DATE: March 30, 2026

To all prospective applicants – Local Community, Kerio Valley, Elgeyo Marakwet County.

Pursuant to the provisions of the Prequalification Application Form for SOFAX Fluorspar Kenya Limited, this Addendum is issued to provide formal clarification and specific compliance mandates for the categories referenced below. This document shall form part of the official Prequalification Documents.

1. SPECIFIC CATEGORY FOCUS

Category Reference: PREQ-SFX-2026-015

Service Description: Supply of General Office Equipment and Stationery: High-back pedestal chairs, mid-back swivel chairs, office desks (single/ double pedestal), filing cabinets (steel and wooden), printers, dot matrix printers, laptops, desktop computers, servers, stationery items, and office consumables.

Category Reference: PREQ-SFX-2026-026

Service Description: Provision of Catering and Camp Management Services: Worker accommodation management, meals (canteen services), housekeeping, laundry services, and general hospitality for mine site camps and offices.

2. MANDATORY LOCAL CONTENT COMPLIANCE

As per the strategic community engagement framework of SOFAX Fluorspar Kenya Limited, both categories **are strictly reserved for the Local Community of Kerio Valley Elgeyo Marakwet County.**

- **Proof of Locality:** Applicants must provide a copy of National Identity Card and or proof of residency endorsed stamped by the local area Assistant Chief.

SOFAX FLUORSPAR KENYA LIMITED

Registration No. PVT-MKU996XY | Tax Identification No.: P0523071821
Post Office Box Number 13102, Post Code GPO 00100, Nairobi, Kenya
E-mail: info@sofax.co.ke | Url: <https://www.sofax.co.ke> | Tel: +254-20-2123001/4



- Proof of Business Ownership: Applicants must demonstrate business registration in their name or community owned enterprise structure, with supporting documentation.

3. TECHNICAL SPECIFICATIONS AND ASSET REQUIREMENTS

Category A: PREQ-SFX-2026-015 Supply of General Office Equipment and Stationery

Applicants must demonstrate the capacity to supply or stock:

- High quality office equipment with clear specifications indicated
- Stationery and office consumables: Must include high quality paper, toner cartridges compatible with most printers, pens, folders, binding materials, and other routine consumables

Category B: PREQ-SFX-2026-026 Provision of Catering and Camp Management Services

Applicants must demonstrate capability and infrastructure to manage camp and catering services with the following requirements:

- Worker accommodation management: Clean, secure housing units with proper ventilation, bedding, lighting, and sanitation facilities for up to 100 workers; must comply with occupational health and safety standards
- Meals canteen services: Daily provision of breakfast, lunch, dinner, and special dietary options; menu rotation; compliance with food safety and hygiene standards ISO 22000 or equivalent preferred
- Housekeeping: Daily cleaning of accommodation units, common areas, offices, and ablution blocks; provision of cleaning supplies and waste disposal
- Laundry services: On site or contracted laundry with weekly collection, washing, ironing, and return of linens and personal workwear
- General hospitality: Capacity to host official meetings, visitor meals, and event catering; must maintain professional service staff and appropriate kitchen equipment
- Staff requirements: All catering and service staff must possess valid medical certificates food handlers, certificates of good conduct, and relevant training in hygiene and customer service

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4. ADDITIONAL DOCUMENTATION

In addition to the standard eligibility requirements PIN, TCC, Incorporation, applicants for these categories must include:

For Category A:

- Manufacturer or authorized distributor letters where applicable
- Proof of after sales service capability warranty support and local maintenance
- Samples or catalogues of proposed items

For Category B:

- Valid Health Inspection Certificate from the local authority
- Menu plans and food safety management plan
- Proof of previous experience in camp management at least two reference contracts if available
- List of kitchen equipment and facilities available
- Valid insurance public liability and workers compensation

5. SUBMISSION INTEGRITY

Section 7 of the original document regarding Fraud, Corruption, and Ethical Conduct remains in full effect. Any attempt by non-local entities to use local proxies fronting to circumvent the reservation policy will lead to automatic disqualification and blacklisting.

All other terms and conditions of the Prequalification Document remain unchanged.

Authorized by:

The Management,

SOFAX Fluorspar Kenya Limited

Kimwarer, Kerio Valley

E-mail: preq-procurement@sofax.co.ke

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