



**THE INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY
KENYA DIGITAL ECONOMY ACCELERATION PROJECT
ICTA-PROGRAM IMPLEMENTATION UNIT**

Name of Assignment: Procurement of: Data Management Information System, Case Management System, Legislative Drafting Information Management System, Legal Opinion System and Correctional Services Management Information System- **Provision of Automation Services for Selected Ministries, Departments & Agencies in Three (3) Lots**

LOT 1	Data Management Information System for Office of the Data Protection Commissioner
LOT 2	Case Management System, Legislative Drafting Information Management System, & Legal Opinion System for Office of the Attorney General
LOT 3	Correctional Services Management Information System for State Department for Correctional Services
RFB Reference No	KE-ICTA-458650-NC-RFB
Loan No./Credit No./Grant No	IDA 7289-KE and 7290-KE
Country	Kenya
Date	13 th August ,2025

Dear Bidder

RE: CLARIFICATION OF RFP DOCUMENT THROUGH CLARIFICATION 1

In accordance with the Instructions to Bidders [*Clarification of Bidding Document/ Technical Specification*], the Client is clarifying on Technical Requirement of the issued RFB Document

S/N	Section	NO.	QUERY	CLARIFICATION
	LOT 1-DATA MANAGEMENT INFORMATION SYSTEM, CASE MANAGEMENT SYSTEM			
1.	Page 349	Application Server	In the RFB (Page 349), where the Application Server is specified, please clarify the number of processors required,	Number of processors will be provided based on the bidder's recommendation

S/N	Section	NO.	QUERY	CLARIFICATION
2.	Page 147 & 148	Price Schedule table	Requests for a revised price schedule format to allow for detailed cost breakdowns	The price schedule cannot be revised, as this may result in alterations prohibited under ITB 12.1.
3.		Specification	Clarifications on system integration, infrastructure deployment timelines, and evaluation methodology	The solution (system) is to be integrated with other Government systems (both existing and new systems). The bidder (s) are supposed to provide solutions that will be compatible with the client's hardware specifications.
4.	SPN and ITB	SPN Notice on Page 3 and ITB 20.1	Kindly clarify if we are providing 3 bid securities for the 3 different lots?	YES. Each lot has a different bid security as indicated below (i) Kes. 1 Million (Kenya Shillings One Million) for LOT 1 or equivalent in a freely convertible currency, (ii) Kes. 2.5 Million (Kenya Shillings Two Million, Five Hundred Thousand) for LOT 2 or equivalent in a freely convertible currency & (iii) Kes. 1 Million (Kenya Shillings One Million) for LOT 3 or equivalent in a freely convertible currency
5.	ITB 19.1	Page 44	Kindly clarify the validity period/days of the tender security	ITB19.1 STATES: 15th December 2025
6.	Page 350 Section 1.2	Database Server & Backup Solution	In the RFP (Page 350, Section 1.2 - Database Compatibility), will a dedicated Database Server be required to host the database? Additionally, will the backup solution be hosted on a separate server?	A dedicated database server will be provisioned for by the client. Backup solution will be hosted on a new server.
7.		Virtualization Requirements	The RFP mentions a requirement for virtualization. Kindly clarify:	Virtualization is to be done by the client, this requirement implies that that the solution should be

S/N	Section	NO.	QUERY	CLARIFICATION
			<ul style="list-style-type: none"> ▪ The number of servers to be virtualized. ▪ The specific applications/services intended for virtualization. 	able to run on a virtualized environment.
8.		Firewall Connectivity	<ul style="list-style-type: none"> • Will the firewall be connected to an optical or electrical port on the router? • What is the expected firewall throughput? • Please clarify the required quantity and number of ports for both core and access switches 	Bidders are not expected to provide any Hardware or Compute Infrastructure, as it is the responsibility of the client.
9.	Page 351 Section 4.3	Power Supply - UPS	<ul style="list-style-type: none"> • In the RFP (Uninterruptible Power Supply): • What is the power load for the 30kVA UPS for the data center? • How many workstations are connected to the 1.5kVA UPS? • What is the total quantity of 1.5kVA UPS units required? 	The Power supply and UPS power will be provided to the virtual environment by the Client.
10.		Network Access Points	Are the access points required to be indoor, outdoor, or a combination of both?	This is not required.
11.		Total Number of Users	What is the estimated total number of users/devices expected to be connected to the network?	This is not required.
12.		Biometric & RFID Access Control	How many doors require a Biometric and RFID-enabled access control system?	This is not required.

S/N	Section	NO.	QUERY	CLARIFICATION
13.		CCTV System	<ul style="list-style-type: none"> ○ How many CCTV cameras are required in total? ○ What is the approximate total distance from the cameras to the location of the NVR? ○ Of the total cameras, how many will be indoor and how many outdoor? ○ What is the expected camera megapixel resolution and IR (Infrared) distance? ○ What is the required storage capacity for the NVR? 	This is not required.
14.		Printers & Scanners	How many printers and scanners are required?	This is not required.
15.		Users	<p>Could you please confirm the total number of users for the Management Information System? Kindly also provide information on the user role matrix for the MIS based on each required module to guide on costing. Please advise on number of users as per:</p> <p>Full users: These are users who will be involved in core operational business processes to be done through the system. (e.g. Approvers, Accountants).</p> <p>-Light users: These are users who will access the system for self service functions only and their access is through a web portal.</p>	No license required as the solution should be client-based, scalable solution, built from scratch, and open-source.
16.		Technical Spec	Kindly confirm whether bidders are allowed to propose a cloud-hosted MIS solution?	The solution should be client-based, built from scratch, and open-source.

S/N	Section	NO.	QUERY	CLARIFICATION
17.		Technical Spec	Does ODPC currently utilize a Business Intelligence (BI) tool? If not, and bidders are expected to provide one, kindly indicate the number of users who will require access.	Bidders are expected to provide a business intelligence solution which integrates with the system. The BI tool should allow for concurrency, sustainability and unlimited number of users
18.		Technical Spec	Does ODPC have an existing Electronic Document Management System (EDMS)? If not, and provision is expected under this assignment, please provide the number of users to be licensed.	ODPC has an existing EDMS solution.
19.		Technical Spec	Kindly confirm the support and maintenance period required by ODPC for the Management Information system?	Solution should include a 1-year post-implementation support and maintenance.
20.	Page 46-120	Evaluation Criteria	<p>We also seek clarification on the technical evaluation criteria, which appear to allude to COTS solutions. Our expertise lies in delivering custom-made solutions built on a low-code platform, which can be tailored to exceed the required functionalities and ensure faster deployment while maintaining flexibility.</p> <p>The scoring methodology mentioned –</p> <p><i>“... each desirable/preferred feature will be scored 0 to 4... with 4 for significantly exceeding the requirements”</i> – suggests that innovative approaches beyond standard COTS packages could be valued. Could you kindly confirm if a low-code, custom-built solution will be acceptable and evaluated at par with (or possibly even better than) a COTS solution?</p>	The solution should be client-based, built from scratch, and open-source.
21.	Tender advert ICTA website	14th July 2025; Stated as tender closing date as per ICTA website; https://www.icta.go.ke/tenders 14th August 2025;	Amend the website so as to align with Advert and RFB. Hence, the closing date on the website should read; 14th August 2025	Amended

S/N	Section	NO.	QUERY	CLARIFICATION
		Closing date as per paragraph 7 of the Advert, page 15 of MyGov issue of 1st July 2025. Further, refer to ITB 23.1 and ITB 26.1 on page 50 of RFB document.		
22.	Key Experts Page 53, ITB 35.4	<i>"and have relevant certification in the area of web-based systems and certification in various Programming software and databases e.g. C, C++, ORACLE, MYSQL etc"</i>	Whereas the requirement is necessary for System designer & developer (4B), the same is not needed for Database Administrator (4D). Amend by deleting under 4D the words; <i>"and have relevant certification in the area of web-based systems and certification in various Programming software and databases e.g. C, C++, ORACLE, MYSQL etc"</i>	These are just examples of expected certifications to ensure quality project delivery.
23.	Licenses and software Page 61, row 20	<i>"The Vendor should build and implement the IDMISS System on the latest platforms, technologies and software's"</i>	Narrative is not clear on the desired software Licensing model; <i>Perpetual, Subscription or Open-Source</i> Amend to state licensing model	No license required as the solution should be client-based, built from scratch, and open-source.
24.	Copyright and Intellectual Property Page 64, row 36	<i>"copyright of the entire system and its components developed by the vendor under this tender will belong to ODPC and should form part of deliverables to be handed over and this shall be covered under an escrow agreement."</i>	If the IP, source code and database, are handed over to purchaser, clarify the implication on; a) Licensing - see 3 above b) Support and maintenance	No license required as the solution should be client-based, built from scratch, and open-source.
25.	Bid Security	pursuant to ITB 20.1, the bid security shall be a demand guarantee in any of the following forms at the Bidder's option: (a) an unconditional guarantee issued by a non-bank financial institution (such as an insurance, bonding or surety company);	1.Please confirm the Bank required. 2.Please confirm your Bank information (Account; swift code etc) 3.Please specify the issuing method of the Bank Guarantee (bid security, performance security, advance payment security): Direct Guarantee, Counter Guarantee or Transmission Guarantee	Pursuant to ITB 20.1, the bid security shall be a demand guarantee in any of the following forms at the Bidder's option: (a) an unconditional guarantee issued by a non-bank financial institution (such as an insurance, bonding or surety company); (b) an irrevocable letter of credit;

S/N	Section	NO.	QUERY	CLARIFICATION
		(b) an irrevocable letter of credit; (c) a cashier's or certified check; or (d) another security indicated in the BDS,		(c) a cashier's or certified check; or (d) another security indicated in the BDS,
26.	ITB35.4	For each project, Enclose the relevant Documentary proof that includes the following: Copies of Purchase Order / Work Order/contract a. Completion Certificate b. Recommendation Letters	Order, Work Order, contract Completion Certificate and Recommendation Letters are need to be provided? Or just need to provide one of them to prove the experience?	For each project, Enclose the relevant Documentary proof that includes the following: Copies of Purchase Order / Work Order/contract a. Completion Certificate b. Recommendation Letters
27.	ITB35.4 (pg.47)	Key Technical Experts	how many person should be provided for each type expert ? Or no number requirement?	All MDA's to agree- ICTA to facilitate
28.	ITB35.4 (pg.47)	Key Technical Experts	All the experts are mandatory or not	Missed experts will affect the final score
29.	ITB35.4 (pg.47)	Key Technical Experts	The total score must be 100 or not?	Refer to the ITB 35.4 on the scoring for the key experts
30.	1.3.1.2 Hardware Architecture (pg.349)	1.3.1.2 Hardware Architecture including many hardware: servers, network, laptop, wireless etc.	we need to provide the hardware or not? If not, what we should do for this hardware part?	Hardware is not required. Server specifications for server provision on the virtual environment are required.
31.	Pg.199	Lot 1: Data Management Information System for the Office of the Data Protection Commissioner.	1.What are the user roles in the IDMISS system? 2.Is the IDMISS system deployed on the Internet or a private network? Do different users use it in the same network?	1. Roles will include, systems admins, approvers, external users(businesses and c ittizens), roles will be conclusively provided during implementation of the project. 2.System will be deployed in our private network with internet access. 3. there will be external users and internal system users
32.	Pg. 201	Registration Module A client facing web-based system to enable data controllers and processors to register in line with the data protection act	1.What are the requirements for the subjects of registered users? Such as individuals, enterprises, nationality, etc. 2.What are the registration - review requirements? Such as real - name authentication, face recognition, etc.	This will be provided during the creation of process and work flows

S/N	Section	NO.	QUERY	CLARIFICATION
		,2019 and the attendant regulations.		
33.	Pg. 202	Integration with the existing systems and the approved payment platforms & gateways which include but are not limited to mobile money paybills and banks to ensure efficiency in payment of registration fees.	What are the payment methods for the registration fee? Are they all online payments?	Payments will include modes available on the e-citizen platform e.g. Banks, Mobile
34.	Pg. 203	Quality Assurance Provision for a module for offer/issuance of certification of data protection seals and	What form do the data protection seals provided and issued take, and where are they applied?	The seals are embedded on certificates to be issued to entities that have demonstrated highest levels of data protections over time. More details including sample templates to be provided during processes mapping at the implementation stage
35.	Pg. 204	Certification Module marks to encourage data protection compliance by controllers and processors.	What form does the certification mark take?	A QR code will be required to verify the legitimacy of the certificate
36.	Pg. 206	Provision for referral to ODPP for prosecution.	Is the handover to ODPP for prosecution conducted through a communication interface?	Currently , referrals are done manually but the systems is envisioned to be flexible so as to provide for integration ODPP for referral purposes.
37.	Pg. 214	Module 1: Legal Case Management System (LCMS)	"1. What are the user roles in the LCMS system? 2. Is the LCMS system deployed on the Internet or a private network? Do different users use it in the same network?"	a) System Administrator - Manages users b) Legal Officer / State Counsel - Handles case creation c) Department Head / Team Leader - Oversees staff, approves work d) Registry Officer / Clerk - Registers cases, manages records e) Records Manager - Handles document classification, archiving,

S/N	Section	NO.	QUERY	CLARIFICATION
				<p>and retrieval.</p> <p>f) ICT Support Officer - Provides technical support</p> <p>g) Accountant - Manages billing, case-related costs</p> <p>h) External Counsel - Restricted access to assigned cases</p> <p>i) Auditor / Compliance Officer - Reviews system logs</p> <p>j) General User / Viewer - Limited read-only access</p> <p>2. The LCMS system will be deployed on a government intranet. However, controlled external access will be enabled.</p>
38.	Pg. 214	Case Management Track case files, organize evidence, manage case timelines, and provide real-time case updates.	<p>"1. What are the specific procedures for case management?</p> <p>2. How many types of cases are involved, and are the management procedures the same for different case types?"</p>	<p>1. The LCMS follows a standard process: case intake, assignment, legal review, task and document tracking, approvals, court hearing management, progress reporting, closure, and archiving., and audit trail .</p> <p>2. The LCMS supports various case types, including civil, criminal, constitutional, advisory, and international cases.</p>
39.	Pg. 214	Client and Contact Management Manage client interactions, external counsel details, and communication records.	<p>"1. What are the forms of customer interaction? Such as text, voice, video, telephone calls?</p> <p>2. What is the form of communication records, such as saving original files or organizing them into meeting minutes?"</p>	<p>1. Forms of communication: Text based, Voice calls, Video conferencing, In-person meetings.</p> <p>2. Communication records may be captured and stored in the following forms:Original files e.g audio recordings, emails etc; Structured summaries e.g minutes, case notes etc; attachments-relevant documents attached to the case</p>
LOT 2: LEGISLATIVE DRAFTING INFORMATION MANAGEMENT SYSTEM				
40.		Firewall Connectivity	Will the firewall be connected to an optical or electrical port on the router?	The firewall will be connected to the router using an electrical (Ethernet) port

S/N	Section	NO.	QUERY	CLARIFICATION
41.		Existing Infrastructure	Are the routers, switches, and access points already existing within the current environment, or are they expected to be supplied as part of this project?	They are already existing
42.	Page 353,	Application Server Specifications	In the RFP - <i>Core Hardware Components</i> under the Application Server section, please clarify the number of processor cores required for this server.	Please confirm if your system can run on the specified or higher processor core configuration for the Application Server.
43.		Database Server Specifications	In the RFP - <i>Core Hardware Components (2): Database Server</i> , please clarify the number of processor cores required for this server.	Please confirm if your system can run on the specified or higher processor core configuration for the Application Server.
44.		NAS Configuration	For LOT 2, regarding the NAS requirement, is it acceptable to use a standard Windows server configured to function as a NAS solution?	As long as your solution meets the functional and performance requirements specified in the RFP, all will be considered
45.		Technology Stack Flexibility	Are the technologies specified for the frontend, backend, database, cloud infrastructure, and security components mandatory, or is there flexibility for vendors to propose alternative technologies that meet the functional and architectural requirements?	We prefer specific technologies to ensure design consistency and system compatibility, but vendors may propose alternatives if they meet all RFP requirements and are well-justified.
46.			<p>Could you please confirm the total number of users for the Management Information system? Kindly also provide information on the user role matrix for the MIS based on each required module to guide on costing. Please advise on number of users as per:</p> <p>-Full users: These are users who will be involved in operational business processes to be done through the system. (e.g. Approvers, Accountants).</p>	Average active users will be 300....the number will keep growing. Light users also average 300

S/N	Section	NO.	QUERY	CLARIFICATION
			-Light users: These are users who will access the system for self service functions only and their access is through a web portal.	
47.			Kindly confirm whether bidders are allowed to propose a cloud-hosted MIS solution?	No
48.			Does OAG currently have a Business Intelligence (BI) tool? If not, and bidders are expected to provide one, please advise on the number of users to be supported.	No. The Bidder will be expected to supply the same with the system
49.			Does OAG have an existing Electronic Document Management System (EDMS)? If not, and provision is expected under this assignment, please provide the number of users to be licensed.	Currently, there is no existing EDRMS in place; however, plans to acquire and implement one are at an advanced stage.
50.			Kindly confirm the number of IT technical staff (administrators and technical support staff) in OAG to be trained on the solution?	The current ICT staff are 15.
51.			Kindly confirm the support and maintenance period required by OAG for the Management Information system?	Will include, but not be limited to: <ul style="list-style-type: none"> • Resolution of any technical issues • Regular system health checks and performance tuning • User support • Minor system enhancements and configuration adjustments based on user feedback Security updates and patches
52.		Mobile Access Scope	Should mobile access be limited to specific modules (e.g., complaints tracking for ODPC, case updates for AG staff), or is full mobile functionality expected across all modules?	Full mobile access is expected—but designed contextually and role-aware, ensuring critical features are intuitive and usable even on smaller devices, while reserving desktop environments for more complex workflows.

S/N	Section	NO.	QUERY	CLARIFICATION
53.		Case Management System	Is there an existing Case Management System currently in use, or is this a new/fresh implementation?	This will be a new fresh implementation. There is no existing case management system
54.		EDRMS Integration	Is there an existing Electronic Document and Records Management System (EDRMS)? If so, could you kindly specify the solution currently in use?	There is none
55		Email/Calendar System	Is there an existing email and calendar system already deployed? If so, which system is being used?	Yes, an email and calendar system is already in place—Zimbra Collaboration Suite
56		E-Signature Tools	Is there an existing e-signature or digital signing solution currently in use within the institutions? If yes, could you please indicate which one?	The Office currently does not use e-signatures but plans to adopt them, so the system should support future e-signature integration.
57.		IFMIS Integration Dependency	Based on experience with similar projects, IFMIS integration often presents challenges, particularly around the availability of the IFMIS team to participate in requirement gathering and testing activities. How does ICTA plan to manage this dependency to avoid delays and ensure successful integration?	The Office will coordinate with IFMIS teams to ensure their timely participation in requirements gathering for integration.
58.	Page 2 and page 448	Project Duration for Lot 2	There appears to be a discrepancy in the stated performance period for Lot 2. On page 2 of the solicitation document, each module is assigned a delivery period of 12 calendar months from the contract commencement date, while on page 448, the performance period for Lot 2 is indicated as 24 months. Could you kindly clarify the intended duration?	Lot 2 has a total performance period of 24 months—12 months for system development and deployment, followed by 12 months of post-implementation support, including warranty and maintenance.
59.		Rollout Coverage	How many regions is the solution under Lot 2 expected to be rolled out to, and could you specify the target regions or locations?	The Case Management System will be used nationwide across all 47 counties, while the Legislative Drafting System and Legal Advisory Database will mainly serve the headquarters, with role-based access granted to MDAs as needed.
60.		Specification	Would you be able to specify the exact number of integrations and provide a description of each integration?	The system should be designed to support integration with key government platforms, as

S/N	Section	NO.	QUERY	CLARIFICATION
				interoperability is a mandatory requirement. Specifically, the Case Management System will integrate with the Judiciary Case Tracking System, IFMIS, IPRS, and the future EDRMS. The Legislative Drafting System will interface with the Kenya Parliament's bill management system. Additional integration needs are outlined in the TOR.
61.		Specification	What is the number of internal users for the solution?	The solution is expected to support approximately 250 users for case management, 80 for legislative drafting, and 50 for legal advisory at rollout, with scalability to accommodate future growth.
62.	Page 214	Section VII - Purchaser's Requirements Module 1: Legal Case Management System (LCMS)	"1. What are the user roles in the LCMS system? 2. Is the LCMS system deployed on the Internet or a private network? Do different users use it in the same network?"	<ul style="list-style-type: none"> a) System Administrator - Manages users b) Legal Officer / State Counsel - Handles case creation c) Department Head / Team Leader - Oversees staff, approves work d) Registry Officer / Clerk - Registers cases, manages records e) Records Manager - Handles document classification, archiving, and retrieval. f) ICT Support Officer - Provides technical support g) Accountant - Manages billing, case-related costs h) External Counsel - Restricted access to assigned cases i) Auditor / Compliance Officer - Reviews system logs j) General User / Viewer - Limited read-only access <p>2. The LCMS system will be deployed on a government</p>

S/N	Section	NO.	QUERY	CLARIFICATION
				intranet. However, controlled external access will be enabled.
63..	Page 214	Section VII - Purchaser's Requirements Case Management Track case files, organize evidence, manage case timelines, and provide real-time case updates.	"1. What are the forms of customer interaction? Such as text, voice, video, telephone calls? 2. What is the form of communication records, such as saving original files or organizing them into meeting minutes?"	1. Forms of communication: Text based, Voice calls, Video conferencing, In-person meetings. 2. Communication records may be captured and stored in the following forms: Original files e.g audio recordings, emails etc; Structured summaries e.g minutes, case notes etc; attachments-relevant documents attached to the case
64..	Page 214	Section VII - Purchaser's Requirements Document Management Secure storage, advanced search functionalities, version control, document automation, and e-signature support.	"1. What types of document formats are included? 2. Are documents stored according to a certain directory? What are the specific directory types and levels?"	1. The LCMS supports a wide range of document formats, including: -Text Documents: .doc, .docx, .pdf, .txt -Spreadsheets: .xls, .xlsx, .csv -Presentations: .ppt, .pptx -Images & Scanned Documents: .jpg, .png, .tiff, .bmp -Audio/Video Files: .mp3, .mp4, where applicable -Legal-Specific Formats: Digitally signed PDFs or templates with metadata 2. Yes, documents are stored in a structured directory hierarchy to ensure organization, retrieval, and access control. Eg Case type, Case ID, Document category, Date/Version etc
66.	Page 215	Section VII - Purchaser's Requirements Task and Workflow Management Assign tasks, monitor workflow progression, set reminders, and ensure seamless collaboration.	"1. How many types of tasks are there? 2. How many levels does task circulation generally involve?"	The LCMS typically includes: Case intake and registration tasks Document drafting and review tasks Court appearance or hearing preparation tasks Approval and escalation tasks Follow-up or compliance tasks Communication and correspondence tasks

S/N	Section	NO.	QUERY	CLARIFICATION
				Deadline or milestone tracking tasks For simple cases, circulation is three levels,; for complicated cases, its 5 levels
67..		Section VII - Purchaser's Requirements Module 1: Legal Case Management System (LCMS)	"1. What are the user roles in the LCMS system? 2. Is the LCMS system deployed on the Internet or a private network? Do different users use it in the same network?"	a) System Administrator - Manages users b) Legal Officer / State Counsel - Handles case creation c) Department Head / Team Leader - Oversees staff, approves work d) Registry Officer / Clerk - Registers cases, manages records e) Records Manager - Handles document classification, archiving, and retrieval. f) ICT Support Officer - Provides technical support g) Accountant - Manages billing, case-related costs h) External Counsel - Restricted access to assigned cases i) Auditor / Compliance Officer - Reviews system logs j) General User / Viewer - Limited read-only access 2. The LCMS system will be deployed on a government intranet. However, controlled external access will be enabled.
68..	Page 214	Section VII - Purchaser's Requirements Case Management Track case files, organize evidence, manage case timelines, and provide real-time case updates.	"1. What are the specific procedures for case management? 2. How many types of cases are involved, and are the management procedures the same for different case types?"	1. The LCMS follows a standard process: case intake, assignment, legal review, task and document tracking, approvals, court hearing management, progress reporting, closure, and archiving., and audit trail . 2. The LCMS supports various case types, including civil, criminal,

S/N	Section	NO.	QUERY	CLARIFICATION
				constitutional, advisory, and international cases.
69..	Page 214	Section VII - Purchaser's Requirements Client and Contact Management Manage client interactions, external counsel details, and communication records.	"1. What are the forms of customer interaction? Such as text, voice, video, telephone calls? 2. What is the form of communication records, such as saving original files or organizing them into meeting minutes?"	1. Forms of communication: Text based, Voice calls, Video conferencing, In-person meetings. 2. Communication records may be captured and stored in the following forms: Original files e.g audio recordings, emails etc; Structured summaries e.g minutes, case notes etc; attachments-relevant documents attached to the case
70.	Page 215	Section VII - Purchaser's Requirements Document Management Secure storage, advanced search functionalities, version control, document automation, and e-signature support.	"1. What types of document formats are included? 2. Are documents stored according to a certain directory? What are the specific directory types and levels?"	1. The LCMS supports a wide range of document formats, including: -Text Documents: .doc, .docx, .pdf, .txt -Spreadsheets: .xls, .xlsx, .csv -Presentations: .ppt, .pptx -Images & Scanned Documents: .jpg, .png, .tiff, .bmp -Audio/Video Files: .mp3, .mp4, where applicable -Legal-Specific Formats: Digitally signed PDFs or templates with metadata 2. Yes, documents are stored in a structured directory hierarchy to ensure organization, retrieval, and access control. Eg Case type, Case ID, Document category, Date/Version etc
71	Page 215	Section VII - Purchaser's Requirements Task and Workflow Management Assign tasks, monitor workflow progression, set reminders, and ensure seamless collaboration	"1. How many types of tasks are there? 2. How many levels does task circulation generally involve?"	The LCMS typically includes: Case intake and registration tasks Document drafting and review tasks Court appearance or hearing preparation tasks Approval and escalation tasks Follow-up or compliance tasks Communication and correspondence tasks

S/N	Section	NO.	QUERY	CLARIFICATION
				<p>Deadline or milestone tracking tasks</p> <p>For simple cases, circulation is three levels,; for complicated cases, its 5 levels</p>
72.	Page 215	<p>Section VII - Purchaser's Requirements</p> <p>Reporting and Analytics</p> <p>Generate insights on case durations, outcomes, productivity, and task completion rates.</p>	<p>Is the format of the report fixed? Are they the same for different dispute types? How many types are there?</p>	<p>The LCMS uses standardized report formats, but they can be customized based on the type of legal dispute or case.</p> <p>Types of reports will include but not ltd to: Case Summary Reports - Overview of case details and progress</p> <p>Court Hearing Reports - Outcomes, dates, and next steps</p> <p>Legal Opinion Reports - Structured legal advice and references</p> <p>Task & Workflow Reports - Pending and completed tasks per case</p> <p>Performance Reports - Metrics per department or legal officer</p> <p>Document Logs - Records of uploaded documents and versions</p> <p>Audit Trail Reports - System activity and user actions</p> <p>Etc</p>
73.	Page 215	<p>Section VII - Purchaser's Requirements</p> <p>Cause of Action Tracking</p> <p>The system must support a Cause of Action feature, allowing the clear categorization of cases such as land disputes, labor cases, contracts, criminal matters, etc.</p> <p>This will help in tracking trends, preparing reports, and conducting legal research</p>	<p>"1. How many categories of cases are there?</p> <p>2. Are there differences in tasks and work processes among different categories of cases?"</p> <p>3.Are there definitive legal instruments governing case adjudication that articulate specific procedural requirements, including but not limited to statutory time limits for trial proceedings?</p>	<p>1. The LCMS can handle multiple case categories, such as land disputes, labor cases, contracts, criminal matters, constitutional issues, family law, tax cases, and legal opinions. The exact number depends on institutional needs but should be configurable.</p> <p>2. Yes. Each case type may follow a different workflow. e,gadvisory cases focus on internal review without court proceedings. Tasks, documents, and timelines vary accordingly.</p> <p>3.Yes. Case handling is governed by laws like the Civil Procedure</p>

S/N	Section	NO.	QUERY	CLARIFICATION
				Act, and other sector-specific statutes. These set out procedural requirements and statutory timelines, which the LCMS should support and track.
74.	Page 216	Section VII - Purchaser's Requirements Research & Authorities Integration The system should have a Legal Research Element, allowing users to attach lists of authorities and relevant research to specific matters. It should also integrate with electronic legal research databases (e.g., LexisNexis, Thomas Legal, etc.) for effective legal reference.	"1. How many systems are specifically interfaced with? Such as LexisNexis, Thomas legal. 2.From where does the cost of paid - for data come?"	1. The actual number of integrations will depend on our institution's subscriptions and technical compatibility. The system should be flexible to allow API-based integration with any approved legal research service. 2. "The cost of subscribing to external legal research platforms (e.g., LexisNexis, Thomas Legal) will be borne by the OAG&DOJ. However, the selected vendor may be required to procure and maintain at least two such subscriptions—each with a minimum of five user licenses—for a period of 12 months to facilitate development, testing, and validation of system integration functionality."
75.	Page 217	Section VII - Purchaser's Requirements Calendar Case alerts to enable users to be updated with court deadlines and other statutory deadlines.	"What are the specific provisions governing case alert mechanisms? Which judicial procedures do they involve? Are there codified regulatory documents available for reference?"	Case alert mechanisms in the LCMS help users track court and statutory deadlines related to filings, hearings, appeals, and other time-bound procedures. They are governed by judicial rules and legal statutes, including: Civil Procedure Codes; The Constitution of Kenya; Judiciary Practice Directions; Other sector-specific laws (e.g., Employment Act, Land Act). The LCMS should reference them to generate automated reminders and notifications.
76	Page 218	Section VII - Purchaser's Requirements Document automation tools	How many types of document templates are there?	The LCMS should support multiple types of document templates, including court documents, legal

S/N	Section	NO.	QUERY	CLARIFICATION
		a) Automatically create letters and other key documents from predesigned templates (the Users will detail the design)		opinions, official correspondence, contracts, reports, and internal memos. The exact number depends on need basis, but the system typically accommodates dozens of customizable templates with auto-fill capabilities using case data.
77.	Page 218	Section VII - Purchaser's Requirements Document automation tools c) Auto-fill and generate court returns and documents with pre-populated and synced data thus reducing risks of errors when completing forms.	How many types of reports and documents need to be automatically filled and generated?	The LCMS should auto-fill and generate 20-50+ types of reports and documents, including court forms, pleadings, legal opinions, letters, status reports, and internal memos—using synced data to reduce errors and save time.
78..	Page 218	Section VII - Purchaser's Requirements Electronic Signatures The system must support electronic signing of legal documents.	"1. Has the electronic - signature been established and completed the docking in this project? 2.If not, what are the construction standards and qualification requirements for the electronic - signature system?"	The system must integrate with Kenya's national PKI, comply with legal and data protection laws, ensure secure and verifiable digital signatures, support audit trails and role-based access, and use only solutions that meet national standards
79.	Page 220	Section VII - Purchaser's Requirements Task management/ Workflow h) Collaborate on legal documents and easily manage documents as a team.	How many people can collaborate on a legal document at most?	The system should support collaboration among 5 to 20 users per document—including legal officers, reviewers, supervisors, and external counsel. If needed, the system should scale to support larger teams, as long as access control, version tracking, and audit logs are properly enforced.
80.	Page 220	Section VII - Purchaser's Requirement Integrations Ability to integrate with other applications used in the office and internationally accepted ones.	How many other application programs and internationally - recognized application programs will be involved in the integration?	The LCMS is expected to integrate with 5 to 10 key systems, including document management, email, legal research tools, e-filing platforms, identity management (e.g., GoK PKI), IFMIS, and collaboration tools. It should be

S/N	Section	NO.	QUERY	CLARIFICATION
				API-ready and flexible for both local and international applications.
81.	Page 221	Section VII - Purchaser's Requirements Billing and invoice Requests for travel approval and payment of expenses.	Are electronic materials required for travel reimbursement?	Yes, electronic materials are typically required for travel reimbursement. These may include digitally submitted travel requests, approvals, receipts, tickets, and expense reports, all uploaded or generated within the system to support transparent processing, auditability, and payment tracking.
82.	Page 221	Section VII - Purchaser's Requirements Module 2: Legal Advisory Database The bidder must demonstrate the proposed approach for implementing the Legal Advisory Database System.	How many categories of documents are involved in the legal database?	The Legal Advisory Database typically includes 6 to 10 categories of documents, such as legal opinions, advisory letters, correspondence, legal briefs, Court Opinions and Precedents, research references, and policy interpretations – supporting easy retrieval and institutional memory.
83.	Page 223	Section VII - Purchaser's Requirements Opinion Metadata:	How many types of metadata are there?	A legal opinion typically includes 10 to 15 metadata fields, such as title, reference number, requesting entity, author, dates, legal category, status, confidentiality level, and related documents—enabling efficient classification, search, and retrieval.
84.	Page 223	Section VII - Purchaser's Requirements Tagging System Allow tagging of opinions with multiple keywords or tags (e.g., "Constitutional Law," "Labor Dispute") to improve categorization and searchability.	How many categories of tags are there?	The tagging system typically supports 20 to 50+ categories of tags, covering areas such as Constitutional Law, Labor Disputes, Contracts, Criminal Law, Human Rights, Land Law, Public Procurement, Taxation, and more. Tags are customizable and expandable to reflect evolving legal topics and improve searchability across the database.

S/N	Section	NO.	QUERY	CLARIFICATION
85.	Page 230	Section VII - Purchaser's Requirement Track and display information on existing legal acts to be altered or implemented by the draft law or regulation.	"Is there already a legal and regulatory draft database with user tracking and real-time updates?"	No, the Legislative Drafting Information System has not yet been developed. It should be designed to include user tracking and real-time updates, enabling users to monitor changes to existing laws, follow the progress of draft legislation, and assess the impact on current legal frameworks.
86.	Page 230	Section VII - Purchaser's Requirements Compliance Validation: Validate drafts against statutory requirements and legal standards.	What are the specific rules for compliance verification? How many provisions/clauses are included? Is there a corresponding regulatory document available for reference?	Compliance verification follows legal and procedural rules drawn from documents like the Constitution, Interpretation and General Provisions Act, Standing Orders (for parliamentary procedures), and Legislative Drafting Manuals. It involves checking against dozens of provisions to ensure legal consistency, structure, and conformity with statutory standards.
87.	Page 230	Section VII - Purchaser's Requirements Comparisons: See how drafts will change the law in clear details	"What legal details need to be examined to determine changes in draft laws?"	To assess changes in draft laws, it's essential to examine: <ul style="list-style-type: none"> - Which existing laws or provisions are being amended or repealed - Specific wording changes and how they affect legal interpretation - New definitions or terms introduced - Cross-references to other legal provisions for consistency - Changes in legal scope, enforcement, or obligations - Effective dates and transition clauses This comparison ensures clarity on the legal impact of the draft and helps maintain consistency with the broader legal framework.

S/N	Section	NO.	QUERY	CLARIFICATION
88.	Page 230	Section VII - Purchaser's Requirements Links and reference to laws appear as the user is drafting	"According to what rules are legal links and references displayed?"	Legal links and references are generated based on established citation rules and legislative drafting standards. These guidelines ensure that: -Statutes, regulations, and case law are accurately referenced -Formatting remains consistent with approved legislative drafting manuals -Real-time suggestions appear as users draft, leveraging integrated legal databases -Hyperlinks provide direct access to the full text of referenced laws -The system uses national citation standards and integrates with legal research platforms to deliver legally accurate, easily accessible, and user-friendly references.
89.	Page 231	Section VII - Purchaser's Requirements Integrate robust proofreading tools (e.g., grammar and legal structure checks) to further enhance the quality of legislative drafts Automated legal proofreading to check for formatting, citation, and statutory compliance to reduce human error.	"What are the proofreading standards?"	Proofreading standards ensure correct grammar, proper formatting, accurate legal citations, and compliance with statutory and drafting guidelines. They follow national laws, legislative drafting manuals, and citation rules to maintain clarity, consistency, and legal accuracy.
90.	Page 233	Section VII - Purchaser's Requirements Provide access to a comprehensive legal research library containing Kenyan legislation, case law, parliamentary materials, and relevant international legal instruments.	"What are the data sources of a comprehensive legal research library? How many types are there in total?"	A comprehensive legislative drafting system integrates five main types of legal data sources: -Statutory Laws (e.g., Acts, Bills, Regulations) -Case Law (e.g., court decisions) -Parliamentary Records (e.g., Hansards, reports) -International Instruments (e.g.,

S/N	Section	NO.	QUERY	CLARIFICATION
				<p>treaties, protocols) -Legal Publications (e.g., journals, commentaries)</p> <p>These are accessed via APIs, structured feeds, or searchable repositories to support efficient legal drafting and research.</p>
91.	Page 233	Section VII - Purchaser's Requirements	What are the external legal databases?	<p>The Legislative Drafting Information Management System (LDIMS) can integrate with several key external legal databases, including:</p> <ul style="list-style-type: none"> -Kenya Law - for statutes, case law, gazette notices, and judicial opinions -Kenya Law Reform Commission (KLRC) - for draft bills and law review reports -Parliament of Kenya - for bills, acts, Hansards, and committee reports -Attorney General's Office / Kenya Gazette - for legal notices and subsidiary legislation -AfricanLII and International databases (e.g., LexisNexis, Westlaw) - for regional and global legal references <p>Integration is typically done via APIs or licensed data access.</p>
92.	Page 237	Section VII - Purchaser's Requirements a) Accessibility Standards: Ensure compliance with accessibility standards (e.g., WCAG 2.1) to accommodate users with disabilities. This includes support for assistive	"1. What are the standards for accessibility for persons with disabilities? 2. Are screen reading and keyboard navigation hardware already available?"	<p>The system must meet WCAG 2.1 Level AA accessibility standards, ensuring support for screen readers, keyboard navigation, and proper content structure. While software compatibility will be built in, the availability of assistive hardware rests on our institution's existing ICT infrastructure and will</p>

S/N	Section	NO.	QUERY	CLARIFICATION
		technologies such as screen readers and keyboard navigation.		be procured by our office as required.
93.	Page 244	17. Data Migration: Section VII - Purchaser's Requirements	<p>"1. What is the volume of data that needs to be migrated?</p> <p>2. Can unfinished business be migrated after being completed in the original system?"</p>	<p>The developer must demonstrate how unhosted data can be migrated into The system. After successful demonstration, The user will complete The full data migration using The approved method.</p> <p>- The developer must only demonstrate The ability to migrate legacy data in any format. The actual data entry or migration will be handled by users. Unfinished drafts can be completed in The old system and added to The new one later by users.</p>
LOT 3: LEGAL OPINION SYSTEM AND CORRECTIONAL SERVICES MANAGEMENT INFORMATION SYSTEM				
94.		Specification	<p>Could you please confirm the total number of users for the Management Information system? Kindly also provide information on the user role matrix for the MIS based on each required module to guide on costing. Please advise on number of users as per:</p> <p>-Full users: These are users who will be involved in operational business processes to be done through the system. (e.g. Approvers, Accountants).</p> <p>-Light users: These are users who will access the system for self service functions only and their access is through a web portal.</p>	<p>A comprehensive legislative drafting system integrates five main types of legal data sources:</p> <ul style="list-style-type: none"> -Statutory Laws (e.g., Acts, Bills, Regulations) -Case Law (e.g., court decisions) -Parliamentary Records (e.g., Hansards, reports) -International Instruments (e.g., treaties, protocols) -Legal Publications (e.g., journals, commentaries) <p>These are accessed via APIs, structured feeds, or searchable repositories to support efficient legal drafting and research.</p>
95.		Specification	Kindly confirm whether bidders are allowed to propose a cloud-hosted MIS solution?	<p>The Legislative Drafting Information Management System (LDIMS) can integrate with several key external legal databases, including:</p>

S/N	Section	NO.	QUERY	CLARIFICATION
				<p>-Kenya Law - for statutes, case law, gazette notices, and judicial opinions</p> <p>-Kenya Law Reform Commission (KLRC) - for draft bills and law review reports</p> <p>-Parliament of Kenya - for bills, acts, Hansards, and committee reports</p> <p>-Attorney General's Office / Kenya Gazette - for legal notices and subsidiary legislation</p> <p>-AfricanLII and International databases (e.g., LexisNexis, Westlaw) - for regional and global legal references</p> <p>Integration is typically done via APIs or licensed data access.</p>
96.		Specification	Does SDCS currently have a Business Intelligence (BI) tool? If not, and bidders are expected to provide one, please advise on the number of users to be supported.	The system must meet WCAG 2.1 Level AA accessibility standards, ensuring support for screen readers, keyboard navigation, and proper content structure. While software compatibility will be built in, the availability of assistive hardware rests on our institution's existing ICT infrastructure and will be procured by our office as required.
97.		Specification	Does SDCS have an existing Electronic Document Management System (EDMS)? If not, and provision is expected under this assignment, please provide the number of users to be licensed.	<p>The developer must demonstrate how unhosted data can be migrated into The system. After successful demonstration, The user will complete The full data migration using The approved method.</p> <p>- The developer must only demonstrate The ability to migrate legacy data in any format. The actual data entry or migration will be handled by users. Unfinished</p>

S/N	Section	NO.	QUERY	CLARIFICATION
				drafts can be completed in The old system and added to The new one later by users.
98.		Specification	Kindly confirm the number of IT technical staff (administrators and technical support staff) in SDCS to be trained on the solution?	610
99.		Specification	Kindly confirm the support and maintenance period required by SDCS for the Management Information system?	5 years SLA renewable
100.	1	General	How many B2E and/or B2C users will require access. Kindly confirm	20
101.	2	General	How many user sessions do you estimate across their departments. Kindly confirm	
102.	2.1	General	A user session begins when a user interacts with the solution, whether they are logged in or not. Duration of a user session:	To support 200 concurrent users
103.	2.2	General	A user session continues as long as the user is actively engaged with the site. If the user is inactive for a defined period (usually 30 minutes), the session ends. Please confirm	10 minutes
104.	2.3	General	Also, the session ends when the user explicitly closes their session (e.g., by logging out).	yes
105.	2.4	General	User session and API calls: User sessions also include API calls that deliver website content or application data to external resources, excluding CDN deliveries.	Yes
106.	3	General	How many endpoints to be secured it to:	
107.	3.1	General	*Client Devices (Computers, laptops, Mobiles)	15,000
108.	3.2	General	*Servers	
109.		Specification	Are you looking at a company to develop the software for the 3 lots or once can propose an existing software which meets all requirements in all lots.	Preference is customization of an existing system

S/N	Section	NO.	QUERY	CLARIFICATION
110.			Is a foreign bidder required to get Bid security from a local bank, or can it be sourced from a foreign bank.	Refer to ITB 20.3 which state that If a Bid Security is specified pursuant to ITB 20.1, the bid security shall be a demand guarantee in any of the following forms at the Bidder's option: (a) an unconditional guarantee issued by a non-bank financial institution (such as an insurance, bonding or surety company); (b) an irrevocable letter of credit; (c) a cashier's or certified check; or (d) another security indicated in the BDS, from a reputable source from an eligible country
111.			Is a foreign bidder required to get a power of attorney from a local law firm, or can it be sourced from a foreign firm.	Refer to ITB 21.3
112.	Page 52	Key Technical Experts	This section outlines the required qualifications for the project team involved in designing, developing, deploying, and providing post-cutover support for the database systems.	Preference is customization of an existing system
113.	Page 142	5.8 Local Representation Bidder shall submit documentary evidence in its Bid to establish to the Purchaser's satisfaction that it is or will be (if awarded the Contract) represented by an agent in that country who is equipped and able to carry out / manage the Bidder's maintenance, technical support, training, and warranty repair obligations specified in the Purchaser's Requirements (including any response time, problem-resolution norms or other aspects that may be specified in the Contract).	Given the above explanation, how equipped should the local representative be on the new system, which is yet to be developed?	The Local Representative should have the qualifications required to manage maintenance, technical support, training and warranty repair obligations specified in the Purchaser's requirements.

S/N	Section	NO.	QUERY	CLARIFICATION
		Our understanding of the local representative is that the bidder will train both the Client's staff and the local representative on the functionalities of the developed system. Thereafter, the local representative will handle on-site first-level support. If the issue is not resolved, they will engage the bidder to handle it, either online or on-site, depending on the severity of the problem. The Bidder will also retain limited staff for some months to ensure the Client staff are fully acquainted with the system		
114.			Are foreign companies allowed to bid as the prime bidder, with the local company providing technical support?	Refer to ITB 4 on eligible bidders
115.			Kenya Prisons Service has 136 prisons spread across the country, at how many sites will the Integrated Correctional Management System (ICMS) and subsystems be deployed?	The integrated system will cover all the 355 correctional facilities country wide which comprises of the 146 KPS stations (136 field stations, 8 regional HQ, 1 KPSC, and KPS HQ) and 208 PACS offices (140 Probation stations, 47 County Probation Offices, 9 Probation Institutions, 11 Regional offices, PACS HQ), and the SDCS HQ.
116.			The technical specifications for the subsystems are well captured, however could you provide a hardware inventory table with the required quantities for each; Network Infrastructure, Server & Storage Systems, Security & Access Control, End-User Computing Devices, Peripherals & Specialized Devices	Quote on the software NOT infrastructure Nor computing devices

S/N	Section	NO.	QUERY	CLARIFICATION
			including CCTV cameras and Uninterruptible Power Supply (UPS).	
117.			Can we propose a hybrid hosting approach for Lot 3 with on-premise and Konza Cloud?	On-premise
118.			The firm should provide at least three (3) references (whether in the private or Public Sector Agencies) where they have undertaken assignments of similar nature and complexity in the last 7 years. Please clarify the acceptable spectrum that of "similar nature" entails.	Firm to prove implementation of a Correctional MIS of a similar magnitude to Kenya or similar environment
119.			Could you kindly extend the deadline for submission by 2 weeks, since it's a very large project with many moving parts? This would allow us more time to conclude the proposal response and JV formation documents.	The tender has been extended to 28 th August 2025
120.	246	Section VII - Purchaser's Requirements 1.2 b. The system should be able to Capture biometric data.	What kind of equipment is used to collect biometric data? Does the user site already have the corresponding equipment, or does the bidding supplier need to provide it? If the supplier needs to provide it, please specify the type and quantity of the equipment.	The tender is for software only. However the system should allow for capturing of biometric data
121.	247	Section VII - Purchaser's Requirements 2.2 b. Ability to capture result of medical screening using PF10 register and notify the medical officer for medical attention.	What exactly is the PF10 registration form? What is the method for obtaining the PF10 registration form? Is it necessary to interface with a certain type of system to obtain it, or is it manually entered on a paper form, or is it automatically obtained through OCR or other means?	The system should have a medical module, to capture medical details of offenders.
122.	248	Section VII - Purchaser's Requirements 2.3 c. Ability to capture additional information upon profiling using PF1 form, Property	What exactly is the PF1 registration form? What is the method for obtaining the PF1 registration form...	The system should be able to capture: 1) offender assets 2) assign offender to a cell(accomodation). 3) Issue supplies to offenders. 4)Provide for offenders to appeal sentences and receive status of

S/N	Section	NO.	QUERY	CLARIFICATION
		valuable, cash, weight, photo, transfer information, initial assessment results, details of accommodation assigned and personal items issued, appeal status if convicted, pending cases, previous convictions, and multiple cases for convicted. Ability to have prisoner cash management module		appeals. 5)Provide a record of previous convictions. 6)Hundle multiple convictions cases. 7)Hundle offender earning scheme from prison labor.
123.	248	Section VII - Purchaser's Requirements 2.3 d. Ability to verify the captured details with prisoner's biometrics.	What kind of equipment is used for biometric identification? Does the user site already have the corresponding equipment, or does the bidding supplier need to provide it? If the supplier needs to provide it, please specify the type and quantity of the equipment.	The tender is for software only. However the system should allow for capturing of biometric data
124.	249	Section VII - Purchaser's Requirements 3.1 a. Ability to categorize risk assessment, and ability to share risk assessment report upon transfer	What form is currently used for risk assessment? Is there an existing evaluation standard?	There is an existing manual evaluation criteria
125.	251	Section VII - Purchaser's Requirements 5.1 d. Ability to allocate accommodation.	Can detailed accommodation room data be provided during the project implementation phase?	Yes
126.	251	Section VII - Purchaser's Requirements 5.1 f. Ability to use access control and CCTV to regulate and monitor	Does this imply the need to interface with and control access control and CCTV systems?	Yes

S/N	Section	NO.	QUERY	CLARIFICATION
		movement within the facility.		
127.	251	Section VII - Purchaser's Requirements 5.1 g. Ability to notify any irregular movement within the facility.	Is the detection of any irregular movement implemented through the software's algorithm or by interfacing with external data?	Ability to interface with the external CCTV data
128.	251	Section VII - Purchaser's Requirements 5.1 h. Ability to send alerts in case of any emergency to the relevant authorities.	Which systems or equipment need to be interfaced with?	The system to have the ability to intergrate with emergency system and generate alerts.
129.	252	Section VII - Purchaser's Requirements 5.1 i. In case of serious incidents like riots it should deactivate all control rooms and activate the main command center to take control.	Which systems or equipment need to be interfaced with?	The security survilliance systeams
130.	252	Section VII - Purchaser's Requirements 5.1 i. In case of serious incidents like riots it should deactivate all control rooms and activate the main command center to take control.	Which systems or equipment need to be interfaced with?	Ability to intergrate with the existing ERP system.
131.	252	Section VII - Purchaser's Requirements 5.1 k. Ability to capture the details of a prison officer escorting the prisoner in and out of an accommodation	Does this clause mean inputting the information of prisoners leaving the accommodation unit into the computer?	Ability to intergrate to an access control system.

S/N	Section	NO.	QUERY	CLARIFICATION
		unit.		
132.	258	Section VII - Purchaser's Requirements 5.1 l. Ability to discharge prisoners from the accommodation unit.	What means are used for tracking, and which systems or equipment need to be interfaced with?	Ability to intergrate to an access control system.
133.	261	Section VII - Purchaser's Requirements 11.1 d. Ability to track prisoner movement out of prison.	How to track the visitor	Ability to request for visitation and capture visitor details.
134.	261	Section VII - Purchaser's Requirements 14.1 g. Ability to use access control and CCTV to regulate and monitor movement within the facility.	Is the detection of any irregular movement implemented through this software's algorithm or by interfacing with external data?	Ability to intergrate to an access control system.
135.	261	Section VII - Purchaser's Requirements 14.1 h. Ability to notify any irregular movement within the facility	Which systems or equipment need to be interfaced with?	The security survilliance systems
136.	261	Section VII - Purchaser's Requirements	Which systems or equipment need to be interfaced with?	The security survilliance systems
137.	267	Section VII - Purchaser's Requirements 14.1 i. Ability to send alerts in case of any emergency to the relevant authorities.	How to track the visitor	Ability to request for visitation and capture visitor details.
138.	268	Section VII - Purchaser's Requirements 14.1 j. In case of serious incidents like riots it should deactivate all	Which systems or equipment need to be interfaced with?	Ability to capturre offender biometrics data and access control System.

S/N	Section	NO.	QUERY	CLARIFICATION
		control rooms and activate the main command center to take control.		
139.	269	Section VII - Purchaser's Requirements 20.1 e. Ability to track the visitor movement and notify them of the time allocated.	Has the Integrated Command and Control Center at the prison headquarters already been constructed? Further details are needed on the specific functions to be implemented, which systems to interface with, and whether it involves the supplier providing hardware terminal equipment.	No. Provide for user support or help desk.
140.	269	Section VII - Purchaser's Requirements 23.1 b. Ability to provide a unified view of the prisons.	What are the specific requirements for the type of unified view?	provide for interconnection of all correctional facilities across the country.
141.	269	Section VII - Purchaser's Requirements 23.1 c. Ability to communicate with other intelligent components of ICMIS.	Which systems need to be interfaced with? Is there a detailed interface development manual?	No detailed interface development manual.
141.	270	Section VII - Purchaser's Requirements 23.1 g. Ability to integrate a 3D view of every prison.	Is the 3D view to be implemented as part of this requirement?	No.
142.	270	Section VII - Purchaser's Requirements 23.1 i. Ability to integrate with access control systems.	Is there a detailed interface development manual?	NO
143.	270	Section VII - Purchaser's Requirements 24.1 b. Ability to track	(This is already in a form close to English in the original, but refined as) How is prisoner movement tracked?	Ability to integrate security surveillance system

S/N	Section	NO.	QUERY	CLARIFICATION
		prisoner movement and location.		
144.	271	Section VII - Purchaser's Requirements 25.1 c. Ability to compute amount and type of food allocated to each prisoner on daily basis	Are there corresponding allocation rules?	Ability to intergrate with the existing ERP system.
145.	274	Section VII - Purchaser's Requirements 1.1 Ability to capture notification and registration of referral of case from Court of Appeal, High Court, Magistrate Courts (bail reports, Victim Impact Statement, Presentence, Diversion, Plea bargaining, Resentencing and any other report)	How to achieve online business collaboration and data interoperability with ?	Ability to intergrate with the existing E-court system
146.	274	Section VII - Purchaser's Requirements 1.4 Ability to request for records from other jurisdictions (Probation Station/ County Probation Office and link up with Kenya Police and Kenya Prisons in future.	How to achieve online business collaboration and data interoperability with the Kenya Police? Which authority is responsible for defining the interface standards?	Ability to intergrate with the existing E-court system and the law enforcement system.
147.	276	Section VII - Purchaser's Requirements 1.13 Ability to digitally sign and generate Bail Information Report (Ability to print, sign, upload) Ability to digitally generate and sign Bail/Bond Information	1.What type of digital signature method is required? 2.Are there any interface standards defined for this functionality? 3.What file format should the generated reports use (e.g., PDF, Word)?	Ability to generate reports and share the same with court.

S/N	Section	NO.	QUERY	CLARIFICATION
		Report, Presentence reports, Victim Impact Statement, Diversion, Plea -Bargaining, Resentencing report, Home Final Report, ity to digitally sentences, Victim Impact Statement, Diversion, Plea - Bargaining, Resentencing report, Home Final Report		
148.	277	Section VII - Purchaser's Requirements 1.14 Ability to submit report to Court	How to achieve online business collaboration and data interoperability with ?	Ability to generate reports and share the same with court.
149.	277	Section VII - Purchaser's Requirements 1.15 Ability to record court outcome (bail granted, denied, reviewed or sustained)	How to achieve online business collaboration and data interoperability with ?	Ability to generate reports and share the same with court.
150.	277	Section VII - Purchaser's Requirements 2.1 Ability to capture notification and registration of referral of case from Court of Appeal, High Court, Magistrate Courts	How to achieve online business collaboration and data interoperability with ?	Ability to generate reports and share the same with court.
151.	282	Section VII - Purchaser's Requirements 2.37 Ability to monitor offenders electronically (GPS)	1.What types of GPS tracking devices are required for offender monitoring? 2.Could you provide the data interface standards for the GPS tracking devices? 3.What is the preferred display format for electronic monitoring results (e.g., GIS mapping)? 4.Will a GIS mapping plugin be provided for result visualization?	Ability to intergrate with electronic monitoring system.
152.	286	Section VII - Purchaser's Requirements 2.64 Ability to perform full body screening of probationer,	1.Please provide a detailed description of the procedures for conducting full-body screening of probationers. 2.What specific functionalities are expected from the system to support this	Ability to capturre offender biometrics data.

S/N	Section	NO.	QUERY	CLARIFICATION
			screening process? 3.Is data integration with physical examination equipment required for this implementation?	
153.	287	Section VII - Purchaser's Requirements 2.72 Ability to capture offender's biometric data	1.Is data integration with biometric devices required for this implementation? 2.Please provide a detailed description of the methods for biometric data enrollment?	Ability to capture offender biometrics data.
154.	292	Section VII - Purchaser's Requirements 2.116 Ability to store and retrieve audio and video lectures	Please provide detailed specifications for the audio and video file formats to be supported.	Ability to intergrate to a E-learning system.
155.	293	Section VII - Purchaser's Requirements 2.117 Ability to generate certificate	Please specify the detailed format requirements for the certificates to be generated.	Ability to intergrate to a E-learning system.
156.	293	Section VII - Purchaser's Requirements 2.117 Probation half way houses	Please provide a detailed description of the intended functionalities for the probation halfway houses.	Ability to intergrate with the existing ERP system.
157.	293	Section VII - Purchaser's Requirements 2.117 Application for admission	Please provide a detailed description of the intended functionalities for the admission application system.	Ability to admit clients or probationers
158.	300	Section VII - Purchaser's Requirements 3.29 Ability to assign to an offender in a work agency and notify agency	Does this functionality involve data integration with external entities?	Ability to assign community corrections works/labour.
159.	310	Section VII - Purchaser's Requirements 4.56 Ability to assess the petitioner's risks and needs and classify the risks/needs into high, medium, low. (Types	1.Does this functionality require data integration with specialized assessment agencies? 2.Are there existing data interface standards for such integration?	Ability to clasify offenders according a pre-determined risk classification system.

S/N	Section	NO.	QUERY	CLARIFICATION
		of assessment tools:(Substance Abuse Disorders - CAGE-AID, Female Offenders - RNR, Offenders with Mental Disorders - MSE, Child Offenders - RNR, Adult Sexual Offenders - RNR, Child Sexual Offenders RNR, Violent Extremist Offenders - PKRAVET) Ability to refer for specialized assessment		
160.	355-358	Section VII - Purchaser's Requirements Lot 3: Correctional Services Management Information System for State Department for Correctional Services. Server Infrastructure 1.1 Application Server 1.2 Database Server 1.3 Storage Server (NAS/SAN Solution) 3. End-User Computing Devices 4. Peripherals & Specialized Devices 5. Software & Virtualization	Are these devices to be procured by the bidder?	The tender is for supply of system and not for hardware.

This Clarification 1 forms part of the issued RFB document. All other terms and conditions of the issued RFB document remain unchanged.

Zilpher Owiti, OGW
Ag Chief Executive Officer,
ICT Authority