



KENYA VETERINARY VACCINES PRODUCTION INSTITUTE

P.O. BOX 53260, 00200

NAIROBI

TEL. 020-3540071/0724 651 895

Email: vaccines@kevevapi.org

CONTRACT FOR THE PROVISION OF INSURANCE COVER ON GROUP LIFE ASSURANCE SCHEME AND LAST EXPENSE TO STAFF AND THEIR DEPENDENTS FOR YEAR 2019

THIS CONTRACT ("Contract") is entered into this...^{29th} day of December, 2018 between *Kenya Veterinary Vaccines Production Institute* ("the client") having its principal place of business located on *Road A, Off Enterprise Road, Industrial Area, P.O.Box 53260 code 00200, Nairobi, Kenya* and *Britam Life Assurance Company (K) Limited* ("the Contractor") having its principal office located at *Britam Centre, Upper Hill P.O Box 30375 code 00100 Nairobi, Kenya*.

WHEREAS, the Client wishes to have the Contractor perform the service hereinafter referred to and WHEREAS, the Contractor is willing to perform these services,

Description of the Contract: Provision of insurance policies to KEVEVAPI for;

- a) Group Life Assurance Scheme and Last Expense to one hundred and sixty eight (168) permanent Employees and 712 dependents.
- b) **Supply Contract No: Tender No. KVVPI/T/01/2018/2019 Provision of Insurance policies to KEVEVAPI on Group Life Assurance Scheme and Last Expense to one hundred and sixty eight (168) permanent Employees and 712 dependants.**

S/No.	INSURANCE POLICY	INSURED in (Kshs.)	ANNUAL PREMIUM COST IN Kshs. – levies inclusive.	INSURER
1.	Group Life Assurance Scheme	168 permanent members of staff monthly basic salary Kshs. 7,348,537. Annual gross basic salary Kshs. 88,182,444. Quote for 5 years salary and Last expense for 712		BRITAM

	dependants at Ksh. 100,000 each.		
TOTAL ANNUAL PREMIUM		1,370,098.00	

Total Contract Price: Ksh.1,370,098.00 (Amount in words, Kenya Shillings One million, three hundred and seventy thousand ninety eight only).

Currency of Payment: Kenya Shillings

Contract Period: One year with effect from 1st January 2019 to 31st December 2019.

Place of Delivery: Kenya Veterinary Vaccines Production Institute, KEVEVAPI

NOW THEREFORE THE PARTIES hereby agree as follows:

1. The aim of the Contract is to provide Insurance policies to the Institute staff on; Group Life Assurance cover and Last expense for 168 staff members and their 712 dependents.
2. The following documents shall be deemed to form and be read and construed as part of this contract:
 - a) Your bid No. **KVVPI/T/01/2018/2019 for provision of:** Group Life Assurance cover for 168 members of staff monthly salary. Quote for 5 years salary and Last expense for 712 dependants at Ksh. 100,000 each.
 - b) Letter of acceptance
 - c) The General conditions of contract
 - d) The Special Conditions of contract.
3. The Total contract price for the provision of the Insurance policies mentioned is **Ksh.1,370,098.00 (Amount in words, Kenya Shillings One million, three hundred and seventy thousand ninety eight only)** for the entire contract period levies inclusive.
4. The Contract period is for one year with effect from 1st January 2019 to 31st December 2019. The contract may be extended subject to your satisfactory performance during the contract period.
5. The underwriters should be as stated in your bid.

6. The client shall, in the event of the contractor committing any breach of any of the terms and conditions of this agreement or if the services provided by the contractor is considered to be unsatisfactory by the client or for any other reason considered by the client as sufficient, be entitled to terminate this agreement by giving one month's notice in writing and the contractor shall not be entitled to any compensation in case of such termination. The contractor may also terminate this Agreement by giving one month's notice in writing to the client.
7. In consideration of payments to be made by the contracting authority to the contractor subject to the conditions laid down in the contract, the contractor hereby undertakes to perform the contract in accordance with the contract provisions.
8. In return for the performance of the contract, the contracting authority hereby undertakes to pay the contractor the sums specified herein.
9. The contractor undertakes to submit the policy document to the client for recording.
10. The Contractor shall not, during the term of this Contract and after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.
11. Any studies, reports or other material, graphic, software or otherwise, prepared by the Contractor or the Client under the Contract shall belong to and remain the property of the Client. The Contractor may retain a copy of such documents and software.
12. The Contractor shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.
13. The Laws of the Republic of Kenya shall govern the Contract, and the language of the Contract shall be English.
14. The client and the contractor shall make every effort to resolve amicably by informal negotiations any disagreement or dispute arising between them under or in connection with the contract.

If after thirty (30) days from the commencement of such informal negotiations both parties have been unable to resolve amicably a contract dispute either party may require that the dispute be referred to adjudication/arbitration in accordance with the laws of Kenya.

15. Unless otherwise agreed upon, the respective addresses for communication in respect of any matter relating to this agreement shall be as under:-

For the Client – Chief Executive Officer
Kenya Veterinary Vaccines Production Institute
P.O.Box 53260, code 00200
NAIROBI, KENYA.

For the Contractor - The Chief Executive Officer
Britam Life Assurance Company (K) Limited
Britam Centre, Upper Hill,
P.O Box 30375 code 00100
NAIROBI, KENYA.

IN WITNESS whereof the parties hereto have signed this agreement to be executed in accordance with the Laws of Kenya and documents contained above:

(Signed, Stamped and Dated by :)

SIGNED

For and on behalf of the Client

Paul
Chief Executive Officer

Witnessed by: *Wanjau*
Title: *Legal Officer*
Date: *29.01.2019*

ADDRESS

Kenya Veterinary Vaccines Production Institute
P.O.Box 53260 – 00200

NAIROBI.

OFFICIAL COMPANY STAMP/SEAL

Date: *29.01.2019*
P. O. BOX 53260 - 00200
NAIROBI, KENYA

SIGNED

For and on behalf of the Contractor

for **Chief Executive Officer**

Witnessed by: *Am*
Title: *Snr. Corporate Sales Executive*
Date: *29th December 2018.*

ADDRESS

Britam Life Assurance Company Ltd
P.O.Box ^{*30375*} ~~8523~~ - 00100

NAIROBI

OFFICIAL COMPANY STAMP/SEAL

Date:
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