

MINUTES FOR PRE-BID MEETING, TENDER NO. KP1/9AA-2/PT/20-CS/14-15
FOR SUPPLY INSTALLATION AND COMMISSIONING OF LARGE POWER METERING SOLUTION

VALUE: STIMA PLAZA BASEMENT
DATE: 10/12/2014, 10.00AM TO 12.30PM

IN ATTENDANCE

- | | |
|----------------------------|---------------------------------------|
| 1. Cleopus Ogutu | Energy managementChairman |
| 2. Peter Wanyonyi | Energy management |
| 3. Jane Muigai | Procurement, Supply Chain |
| 4. Peter Kioko | Network Management.....Taking minutes |
| 5. Bidders representatives | (See Attendance List) |

Min.1/12/14:Opening Remarks

- The meeting started with chair welcoming and thanking every for attendance. Briefing was given on general concept of the new large power metering solutions being sourced.
- Chairman explained giving details of all the six possible metering scenarios envisaged in the new lager power metering solution.
- The chair emphasized that solution sought is a turnkey project;hence supplier is required to supply, install, test and commission the project as per tender requirement.
- The chair emphasized importance of site visits to be held on 11/12/14 as is a mandatory to all the prospective bidders.
- The concept and requirements of data analysis center was explained in details to all the bidders' representatives.

Min.2/12/14:Tendering process.

- Representatives were taken through the tendering process as stipulated in the Kenya power tender document with emphasizes on the following;
 - i. General tendering process requirements.
 - ii. Tender closing and opening.
 - iii. Tender evaluation criteria, preliminary, technical and financial
 - iv. Need for joint venture since the tender is an international one.

- v. Tender security validity, format and amount and forfeiture conditions.
- vi. Contract signing and manufacturers authorization
 - This being an international bidders were informed that all suppliers are eligible to bid.
 - Bidders were requested to take note of the payment terms as stipulated in the tender document..
 - The partial payment shall be the mode of payment for this tender as contained in the tender document.
 - Bidders were reminded that this is one and not two envelop tender.
 - The tender completion period of one year was emphasized.
 - Statement on availability of project manager and project team throughout the project execution period was emphasized. This statement shall be used as basis for evaluation and further forms part of the contract documents.

Min.3/12/14: Queries and clarifications.

- Bidders were encouraged to raise any query following the process stipulated in the tender documents.
- Queries which had been raised earlier were addressed by the team.
- All clarifications shall be addressed through an addendum that shall be posted in Kenya power website.

Following concerns were raised by the bidders and committees promised to consult with management and respond to via an addendum,

1. **2weeks extension of tender closing-** Bidders requested extension by two weeks owing to the fact that that many local and overseas companies will break for charismas holidays hence the time given was not sufficient for the bidding process.
2. **Bid bond to be an absolute figure as opposed to 1% of total bid price-** Bidders requested for an absolute figure for the bid bond.
3. **Specifications for the HT-Bidders** requested for the specifications
4. **Payment terms and mode -** Bidders requested for a review of payment milestones requesting for 90% payment of the cost of materials delivered. .
5. **The total cost of all 5years' projects handled by a bidder-** to be 0.5 billion Kenya shillings as opposed to 1billion.
6. **Samples requested.**
 - a) Sample for 11kv metering integrated solution is too bulk and heavy to be provided. Factory acceptance test (FAT) Preferred.
 - b) Enclosure samples to be reduced to three in total.

- c) If energy meters to be sourced had been supplied earlier by same supplier, to be exempted from KEBS verification
7. Exact number of customers based on load currents- bidders requested the numbers of customers to be metered in each scenario for the purpose of HT cable costing.
 8. Enclosure material and color to be provided.
 9. Clarifications on clauses 8.1.16, 8.1.20, 8.30 and 8.40 pertaining integration of new system with existing billing system and issue of system recovery.

Meeting adjourned at 12.30pm.

Sign.....
Chairman

Date.....17/12/2014

Sign.....
Secretary

Date.....17/12/14

KENYA POWER & LIGHTING COMPANY LIMITED

ATTENDANCE LIST FOR PRE-BID MEETING.

TENDER NO KP1/9AA-2/PT/20-CS/14-15 FOR SUPPLY, INSTALLATION & COMMISSIONING OF LARGE POWER CUSTOMER METERING SOLUTIONS.

DATE - 10th December, 2014

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