

**MINUTES OF PRE-BID MEETING FOR TENDER NO. KP1/9AA-2/PT/10/14-15 FOR SUPPLY OF TREATED POWER DISTRIBUTION WOOD POLES FOR MANUFACTURERS ONLY HELD AT THE AUDITORIUM, STIMA PLAZA, ON 21<sup>st</sup> May 2014**

**List of Attendants**

	<b><u>Name</u></b>	<b><u>Firm</u></b>
1.	Abraham Segut	Rosoga Investment
2.	Nicholas Mwitiki	Rosoga Investment
3.	Shadrack Too	Rosoga Investment
4.	Cylus Kittony	Rosoga Investments
5.	Baridi Wycliffe	Suffolk Wood Treatment Works
6.	Amos N. Ngugi	Intertropical Timber trading
7.	Titus Mutunga	Prisko Petroleum
8.	Sakhasia Jimmy	Trucks City Ltd
9.	Steve Appo	Trucks City
10.	Aloice Ben	Abao
11.	David Munene	Marula Powerpoles/Poles & Posts
12.	Rakesh Nats	Timsales Ltd
13.	Rayapfolu Sriram	Timsales Ltd
14.	Alok Thakur	Comply
15.	Alex Kiptekwei	NF (K)
16.	Mercy Mulwa	Janwill Ent
17.	Grace Wangeci	Line Ent
18.	Pauline Maina	Marula Power
19.	Daniel Mbote	Vigello & Gello Ltd
20.	Hesbon Owuor	Wattle Co. Ltd
21.	Dominic Chege	Makuyu Wood Treatment Plant
22.	Nixon Onyango	Janwill Enterprises
23.	Nixon Onyango	Wilan Holdings Ltd
24.	Paul Fredrick	Kenswana Pioneer Ltd
25.	Leonard Kanari	RRT CO. Ltd
26.	Peter Nthiga	Stamford
27.	Charles Lagat	Woodworld International
28.	John Simiyu	T. Wood Treatment
29.	Mbini Andrew	Eastgate Ltd/ Tracoline Kenya
30.	Shamshad Ali	Cabro E.A Ltd
31.	Kanari Leonard	RRT Ltd
32.	Gerald Ndege	Kibet Rono
33.	William Otuka	Kapkweta

## **Kenya Power Team Members**

1. David Gatumo	Senior Wood Scientist	Chairing
2. Jane Muigai	Principal Supply Chain Officer	
3. Evelyn Ongalo	Supply Chain Officer	Taking Notes
4. Philemon Langat	Wood Scientist	

The Chairman called the meeting to order at 12.30 p.m. Having had introduced and stated the agenda for the meeting at the session for The (Youth, Women & People with Disabilities) Category he then proceeded invite the Principal Supply Chain Officer (Procurement) to take the attendants through the tender document

The following areas were covered.

### **1. ELIGIBILITY**

The tender was open to Manufacturers only, i.e. Bidders who own or have leased Treatment Plants. Evidence of ownership or leasing was to be provided.

### **Clause 3.43 - Monopolies and Restrictive Trade Practices**

It was clarified that this Clause was not applicable to this tender and was not part of the evaluation criteria.

### **2. Section III – Clause 3.19- Validity Of Tenders**

Bidders are required to note that tenders shall remain valid for a period of 120 days after the date of tender opening. A tender that is valid for a shorter period shall be rejected by KPLC as Non- responsive.

Bidders were therefore required to note that the Tender security shall be at least 30 days beyond this period.

### **3. Clause 3.23 Number of sets**

It was clarified that the tender was a 1 envelope tender and therefore bidders were to submit their bids in one envelope. Bidders are to submit 3 sets and labeling shall be done as 'ORIGINAL TENDER', 'COPY 1 OF TENDER' and 'COPY 2 OF TENDER' as appropriate. The Tenderer shall also ensure that the inner envelopes are marked Volume 1 - Financial and Volume II - Non – Financial as indicated in the tender document.

### **4. SECTION XIA, XI B, & XI C -TENDER SECURITY FORMS- BANK GUARANTEE (NOTES TO TENDERERS AND BANKS) (NOTE NO. 4)**

Bidders are required to note that Tender securities to be provided shall be in the form of

- Bank Guarantee
- Letter of credit
- Sacco Society or Deposit Taking Microfinance Institutions

However Tender securities from Women Enterprise Fund & Youth Enterprise Fund are not acceptable for this tender.

### **5. SECTION IV – SCHEDULE OF REQUIREMENTS**

Bidders advised to note omission of Notes to the schedule of requirements as indicated below; it was clarified as follows;

- a) For purposes of this Tender all the 10M poles belong to diameter class 140mm, 11 M & 12 M to diameter to 180mm and 14M to 200mm diameter measured at the top.
- b) Tenderers shall quote for a minimum of 5,000 poles. However, KPLC shall not be bound to award a minimum of 5,000 poles to any successful Tenderer.

#### **6. SECTION VI – PRICE SCHEDULE OF GOODS**

Bidders were advised that a column for the tendered quantities would be included in the Price schedule to enable the bidders to indicate their quoted quantities.

#### **7. Evaluation Criteria Clause 6.1**

The bidders were reminded that evaluation shall be in 3 major stages:-

- *Preliminary stage*
- *Technical Stage*
- *Financial Stage*

Each stage had mandatory requirements and only those who meet the minimum Requirements proceeded to the next stage.

#### **8. Clause 6.1.4.2:- Preliminary Evaluation Names /Letters of reference from previous Customers.**

Bidders raised concerns over the number of references required noting that the customer base was so limited yet they were required to get reference from Four (4) customers. It was clarified that customers could comprise any client i.e. Treatment Plants or other suppliers and not necessarily Kenya power or Rural Electrification.

The KPLC Team noted that they would consult on this and advise further.

#### **1.) Part II of Technical Evaluation ( Table 1)**

Bidders shall be allowed to provide a single business permit as evidence of office or premise availability.

It was agreed that the Tender would be extended so as to give the bidders sufficient time to respond in view of the fact that the specifications for 10 M poles had been amended from 160 mm top diameter to 140 mm.

Bidders were advised that an Addendum clarifying the issues discussed would be advertised in the local dailies and the Company's Website.

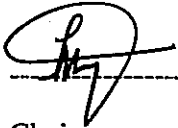
There being no other business, the meeting concluded at 2.00.p.m.

#### **9. Clause 7.18.8 – Supplier requesting for LC**

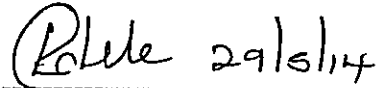
Bidders requested clarification as to whether the Performance bond period has changed from 30 to 60 days as indicated in the tender document.

Suppliers requesting for LC are required to note that they shall be required to submit a Performance bond whose expiry should not be less than sixty (60) days from the LC Expiry date as is indicated in the tender document . This will allow sufficient time in processing of the payments i.e. from Receipt of Goods, inspection and processing of documentation for payments

**SIGNED:**



Chairperson



Secretary