



ISO 9001:2008 QMS

PROJECT: KENYA POWER GIS DATA
COLLECTION PROJECT PRE –
BID MEETING MINUTES

Doc. No.

KP1/10E-1/4/2-TSO-01

SUBJECT: PRE-BID MEETING

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KENYA POWER GIS DATACOLLECTION DATA COLLECTION PRE-BID MEETING MINUTES



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Prepared by:
Ekrah Maina

Date: November 21, 2014

Subject: DATA GATHERING TENDER PRE-BID MEETING

Time: 10.30am – 12.00 noon

Attendees: As per the attached attendance list



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INFORMATION OF MEETING

PROJECT : KENYA POWER GIS DATA COLLECTION TENDER
 PLACE : Auditorium Stima Plaza
 DATE : November 21, 2014
 TIME : 10.30am – 12.00 noon

AGENDA

1. Brief overview of the project
2. Tender document briefing
3. Questions

Minute Number	Issue
Min 01/13/11/14 Brief overview of the project	1. Bidders were given a brief over view of the project by the General Manager Customer Service and the Project Manager. Among the things highlighted were: <ol style="list-style-type: none"> i. Need and the time flame for the projects ii. Scope and the bidders responsibilities



Kenya Power

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Minute Number	Issue
<p>Min 02/13/11/14 Tender document briefing</p>	<p>The bidders were taken through the crucial sections of the tender document, which included the following :</p> <ul style="list-style-type: none"> i. Clarification of the errors, that were in the tender document i.e. start date of selling the tender document, and the day of the pre-bid meeting. ii. To note that there are two main sections of the tender i.e. instruction to tenders and conditions of the contract whose specifics are addressed at the appendix to ITF and special conditions of the contract. iii. That tender is a one envelope tender, and bidders are required submit 3 sets of tender Original, copy 1, copy 2. The original should be a replica of the other. iv. Tender security bond should be 120 days starting from the date of tender opening. Include the original tender security in the tender. v. This tender is a multiple award to the twenty most responsive bidders the prices. vi. On pricing the binder will quote their prices but Kenya power reserves the right to counter offer. vii. In table of requirements off grid stations to be added as the 10th area. <p>Vii -On Part 11 section 6.2.2. on the scoring criteria. The following shall be included:</p> <ul style="list-style-type: none"> 1. Team leader academic qualifications shall be a degree in either geo informatics and/or survey 2. Bidders were advised that the Professional Project staff composition shall be as follows:- <ul style="list-style-type: none"> a) Diploma in Geo-informatics /Survey (at least one per team). b) Diploma/Certificate in Electrical Installation or Diploma in Electrical and Electronics or craft certificate in line work (at least one per team).
<p>Min 02/13/11/14 Tender document briefing</p>	<ul style="list-style-type: none"> iii. The performance bond to be submitted for this tender shall be in sum of 10% of the contract .There shall be an amendment to that effect. ix. Professionals should be registered by a professional body from their country of origin.
<p>Min 03/13/11/14 Questions</p>	<p>Bidders asking questions on the modalities of how work will be performed were advised that there will be training and debriefing to those who will be awarded before commencement of the work.</p>



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Signed:

Chairman.....
[Signature]

Secretary.....
[Signature]