

MINUTES OF PRE-BID MEETING FOR TENDER NO. KP1/9AA-2/PT/04/14-15 FOR SUPPLY OF TREATED POWER DISTRIBUTION WOOD POLES FOR THE YOUTH, WOMEN & PEOPLE WITH DISABILITIES, HELD AT THE AUDITORIUM, STIMA PLAZA, ON 21st May 2014

List of Attendants

<u>Name</u>	<u>Firm</u>
1. Francis Dickens	Tofra Ltd
2. John Maina	Lan Solutions
3. Syprose A Omondi	Sypsan Ent
4. Isaya Onchoke	Isabeat
5. Mbiru Andrew	East Gate Ltd/Francolinc Kenya
6. Jackson Kimuren	Good
7. Jame Muraguri	Self
8. Rose M. Mwangi	Roz n Tons Global
9. Sebastian N. Nakieruki	Roz n Tons Global
10. George Waraho	Automasters
11. Willie Kamau	Morse Technologies
12. Stephen Mutunga	Maxworld Group Ltd
13. Lumbi Ya M'nabea	oracle eng
14. Kennedy Irungu	Willcom Africa Investment ltd
15. Samantha Maina	Gravitational Energy Ltd
16. Francisca A. Ouko	Fronchiles Enterprises
17. Evans Kamau	Kameveenterprises
18. Justus Waithaka	Gypsy General Enterprises
19. Mark Kiprop	Alloni Enterprises Ltd
20. Dominic Kinyua	Dublin S. Solutions
21. Hassan Ibrahim	Currenta Ltd
22. Alexander Ndirangu	Hill Building Systems Ltd
23. Pauline Ojina	Rheme Strategic Agencies
24. Peninah Makhapila	Peshmac Inve Ltd
25. Job Ndambuki	Levyne Investment Ltd
26. Samuel Njuki	Link to Link Timber Centre
27. Daniel Waweru	Ton Range Log
28. Emmanuel Makau	Connected Homes Ltd
29. Senteu Tutui	Headsent Providers Ltd
30. Sylvester Ruiru	Octagon Builders & General Supplies Ltd
31. Griffin Karioki	Kennee Agencies/ Wholesale Umbrella Ltd
32. Victor karigu	MGS
33. Kames Muendo	Logic Craft Ltd
34. Nancy Lenana	Lenapu H.D Agencies
35. Christopher Mbugua Njoroge	Kigio Investment
36. Michael Nyamu	Willie Scant Company
37. Kevin Mwangi	Chambi Construction

38. Kibet Rono
39. Martin Mweni
40. Martin Brian
41. Samuel Kairu
42. Dominic Otieno
43. Philip Kamunya
44. Peterson Njoroge
45. Mohammed Sambu
46. Edward Muchiri
47. Duncan Githui
48. Peris Muchiri
49. Janet Wanjiku
50. Joran Shivachi
51. Anthony Muchiri
52. S.M Mohammed
53. Simon Mwangi
54. Jeremiah Kimani
55. Phyllis Wasike
56. Mercy Waithanji
57. Mercy Munyari
58. Grace Karanja
59. Muriithi Reginajoy
60. Victor Ndungu
61. Timothy Miano
62. Waymart Trading (K) Ltd
63. John Mburu
64. Job Njeru
65. Steve Apopo
66. Carolyne Chebet
67. Milka Kitiyo
68. Samuel Tojan N
69. Dennis Kogo
70. Ruth Wambiri
71. David Munene
72. David Njoroge
73. Joab Logemere
74. Samuel Mundia
75. Juliet A. Muhyah
76. Benson Rotich
77. Bakari Mwanzui
78. Hellen Ndoria
79. Richard Lenana
80. Mukami Gatonye
81. Elphas Kiprono
82. Naomi Onsango
83. Samuel Mwangi

Toney Investment Ltd
Prosup
Eidmara Agencies
Fintel Services
Vijana Wa Kenya
Currenta Ltd
Shitech Agencies
Green Knight Properties (K) Ltd
Cardinal Grids Ltd
La Mada Contrcators
Muwape Connections
Senate Woodpole Care
Fuikto Enterprises Ltd
Wilan Holdings
Masyod General Agencies
Gatemax Ltd
Smart Engineers
Elgonvisual Ltd
Tiago Ventures Ltd
Kalabashi Investments
Rakimta
Bobozs Investments
Easbis Ltd
Bemian Solutions Ltd
Ann Njambi
Skyzone Supplies Construction
Linesman Green Services
Trucks City
Infocus Merchandisers
Kenmil Eng
Afri-Fields Inv Ltd
Macrain Ltd
Inline Ltd
Geordorm E.A. Ltd
Ridgepole
Stlux Consultancy and placement
Hypertech Ent. Ltd
Stallion Group Africa Ltd
Novus Kenya Ltd
Lonestar Ltd
Shikisha Ent
Lenapu Agencies Ltd
Priciples Styles Ltd
Spider Knit Company Ltd
Rodden Ivory Vent. & Leon Mona Ltd
Link to Link Timber Centre

Kenya Power Team Members

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

The Chairman called the meeting to order at 10.30 a.m., and introduced the Team members from Kenya Power. He explained that the objective of holding the pre-bid meeting was to clarify what was required in the tender with a view to make the bidders understand the document and bid competently.

He thereafter requested 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 the Youth, Women & People with disabilities who are registered with the bidders who are Kenyan Citizens or firms registered with the National Treasury or with the County Treasury within which they operate in Kenya. 70% of shareholding in the companies participating should be comprised of the Youth, Women & People with disabilities.

NOTE:

Bidders were reminded to quote only in only one category under which they belong i.e., Youth, Women and People with disabilities.

a. Tender Submission Check List (Page 6-7)

The Prospective bidders to provide all the documents as required in the tender document and tick against each item in the tender submission checklist of what is provided.

Clause 3.17 Tender Securing Declaration Form

Tender security is not required for this tender. Tenderers are required to provide a Tender Securing Declaration form provided on page 79 which should be completed and provided by the bidder.

b. Clause 3.18 Validity of Tenders

The validity of the tender shall be 90 days after the date of tender opening. A tender that is valid for a shorter period shall be rejected by KENYA POWER as non-responsive. (Clause 3.18.1- page 20).

c. Clause 3.2 Number of sets

It was clarified that the tender was a 1 envelope tender comprising of preliminary, technical and financial sections which were to be filled and put in as a set of a complete document. The set to be submitted as 3 documents, one original copy and 2 extra copies of the original-

(replica of original). Labeling shall be done as 'ORIGINAL TENDER', 'COPY 1 OF TENDER' and 'COPY 2 OF TENDER' as appropriate. This shall be done collectively for the preliminary, technical and financial.

d. Section IV Schedule of Requirements Price Schedule

This section shows various quantities of goods on tender for respective stores – (page 32-42) Tenderers shall quote prices based on Delivery Duty Paid (DDP) terms to the designated Stores. All Government taxes including newly introduced ones such as (railway development levy for imported products used in energy transmission) should be taken into account where applicable in the prices.

e. Evaluation Criteria Clause 6.1

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

- *Preliminary stage* (Ref. clause 6.1, pg 43)
- *Technical Stage* (Ref. clause 6.2, pg 41-50)
- *Financial Stage* (Ref. clause 6.3, pg 50)

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

CLARIFICATIONS TO TENDER

The following clarifications and or amendments to the tender were made;

1.) SECTION VI- Preliminary Evaluation

Clause 6.1.12 shall be amended to allow a manufacturer to authorize a maximum of five (5) bidders per lot.

2.) 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 bidder's sufficient time to obtain test reports of 10M poles and 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 12.20.p.m.

SIGNED:

 29/5/14

Chairperson

 29/5/14

Secretary