| Description: Description: C:\Documents and Settings\kpl16888\My Documents\LOGO\Jpeg\Flat_3-Colour.jpg**The Kenya Power & Lighting Co. Ltd.** |  **File Ref.** | **PRE-BID MINUTES – KP1/12A-2/PT/2/15/A40** |
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| **Date of Issue**  |  **May , 2015** |
| **Date of Meeting** | **11th MAY 2015** |
| **Venue of Meeting** | **THE AUDITORIUM, STIMA PLAZA** |
| **Page No:** | **1 of 4** |
| **In Attendance** **GOVERNMENT** | Eng. Joseph K. Njoroge, MBS - Permanent Secretary , Ministry of Energy and Petroleum  |
| **In Attendance** **KPLC** | 1. Dr. Ben Chumo, OGW - Managing Director and CEO
2. Eng. Stanley Mutwiri - General Manager, Infrastructure Development
3. Eng. Joseph Gathuru - Electrification Project Manager
4. Dr. (Eng.) Wilson Osoro - Project Co-ordinator
5. Eng. Mary Kirui - Chief Project Engineer
6. Samuel Yego - Chief Accountant (Projects)
7. Mary Kihara - Chief Supply Chain Officer, (Projects )
8. Francis Kahumbi - Projects Engineer
9. Everlyn Ongalo - Project Procurement Specialist
10. Paul Gachihi Githinji -Project Engineer
11. Simon Tirop -Project Accountant
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| **In Attendance** **BIDDERS** | See **Appendix I** attached |
| **Circulation** | As above via mail |
| **Agenda** | 1. Introduction of Session
2. Address by Permanent Secretary , Ministry of Energy and Petroleum
3. Address by Managing Director and CEO(KPLC)
4. Question and Response session in Bidding document
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| **NOTES OF MEETING** |
| **Item** | **Deliberations** |
| 1.0 | **INTRODUCTORY REMARKS**The meeting was called to order at 10.15 a.m. with welcome remarks from the Electrification Projects Manager, Eng. Joseph GathuruThe General Manager, Infrastructure Development, Eng. Stanley Mutwiri, introduced the Business of the day, noting that the project was an initiative of the Government and emphasized the need for the bidders to undertake it with seriousness to ensure its efficient and timely delivery. He further advised the bidders to read the bidding document carefully so as to have a better understanding of the requirements of the Tender. |
| 2.0 | **ADDRESS BY MANAGING DIRECTOR AND CEO KPLC** The Managing Director, Dr. Ben Chumo, stated the importance of the Project noting that local contractors should take advantage of this opportunity and participate in the project as the materials required were readily available locally i.e. poles, conductors, labour and transport. The CEO encouraged the bidders to incorporate the local community in the project noting that this would make them support the project and also ease acquisition of way leaves as they will benefit from the project. He further noted that by so doing, local capacity would be enhanced and jobs created. The CEO informed the bidders that the quality of work expected for the project was very critical and that due diligence would be carried out by KPLC before handover.  |
| 3.0 | **ADDRESS BY PERMANENT SECRETARY , MINISTRY OF ENERGY AND PETROLEUM**The Permanent Secretary, Ministry of Energy And Petroleum Eng. Joseph Njoroge noted that the Last Mile connectivity Project addresses the last leg of a power system and was born out of the challenge of sustaining the connectivity cost of Kshs. 35,000.00 due to the changes in cost of materials and inflation.He stated that the socio - economic empowerment attributed to this project has made it a very viable project considering that electrification is a major agent to socio-economic development of a country. He noted that the project would have benefits like access to electricity by most Kenyans, creation of jobs and improvement of security.The PS noted that the project was based on the principle of social equity and cautioned bidders that failure by the contractors to implement the project across the given counties simultaneously will depict failure by the Government to attain that principle.He advised bidders to create capacity to ensure delivery of the project and emphasised that project planning, knowledge of the area and interaction of the locals was critical for this project in ensuring its success. The PS informed the bidders that compliance with the contract requirements will need to be observed especially regarding adherence to the timelines that will be provided.He advised the management of KPLC to ensure that processing of payments to the contractors should be done on time and have no delay on supervision so as to have the contractors deliver as required. |
| 4.0 | **QUESTIONS & RESPONSE SESSION** |
|  | **QUESTIONS** | **KPLC RESPONSE** |
| (I) | a) Local contractors have been encouraged to participate but the financial requirements are very stringent and do not favour the local contractors, how do they then participate with these requirements in place.&b) The Minimum average Annual turnover and proof of the access to financial resources or the works requirements per Lot for Joint Venture, Consortium or Association which requires each partner and at least one partners to meet 50 % and 80% of the requirement respectively is too high for local contractors.  | The tender allows for participation of Joint Ventures and Local contractors who lack financial capacity are encouraged to enter into joint ventures with firms who have more capacity |
| (2) | Will the manufacturers of concrete poles in the country meet the capacity of the requirements stated in the Bid | The manufacturers of concrete poles in the country will be able to meet the capacity of poles production for the project.  |
| (3) | Will Government provide security in security prone areas | Contractors are encouraged to have locals participating in the project i.e. using local labour as a way of ensuring local communities own the project and to minimize insecurity in the process. |
| (4) | The payment terms for works contracts are not indicated | The Terms of payment for the works contract are in Section IX –Contract Forms Appendix I – Terms and Procedures of payment  |
| (5) | The bidding document in the payment terms states that 5% will be paid on completion and 5 % on submission operational certificates for the entire lot. Please clarify | Yes, 5 % of the total shall be paid upon issuance of the completion certificate and 5 % of the total issue of the Operational acceptance Certificate as indicated in the Tender Document. Bidders are required to note that Schedule I - the Plant and equipment Supplied from abroad in paragraph 3 shall be amended to read 70% and not 60 % through an Addendum. |
| (6) | Is the project Tax exempt | Tax will be dealt as per GC 3.4 and P.C 3.4.2 of the bidding document |
| (7) | We have heard there are bamboo poles being tested by KPLC will they be accepted | These are fiberglass poles and they are still undergoing tests by KPLC, they have not yet been approved. Bidders can however give this as an option if they so wish. |
| (8) | Who will carry out the Designs | The contractor shall be required to carry out the designs |
| (9) | Is the length of the LV to be maximized going to be maintained at 600meters and what happens if the contractor exceeds the 600 meters | The maximization shall only cover 600mteres , anything beyond this will be at the contractors cost |
| (10) | Is there a list of the transformers to be maximized per county and constituency | The list shall be availed by co-ordinates to all bidders. |
| (11) | How do you identify where to put which pole where i.e. concrete or wooden poles | Bidders are required to make provisions for wooden and concrete poles as per the bidding documents, however the actual usage will be determined at the design stage. |
| (12) | Is there a list of prequalified designers or contractors | Bidders are advised to carry out due diligence of what is available in the market. |
| (13) | Can you enter into a Joint Venture with one company or more than one in this tender  | Bidders are required to refer to Section 1 Clause 4. e, and note that participating as a Bidder in more than one bid shall lead to disqualification. Bidders can however participate as a sub – contractor in more |
| (14) | Can contractors bidding for works also participate in the Lot 11 for Prepaid Meters  | Yes , one can participate in the lot of their choice |
| (15) | When we visit one site does it mean that it represents all the rest | The site to be visited during site visit shall be a prototype and a complete list of the sites to be maximized shall be availed |
| (16) | In the Bidding document, it indicates that each partner requires specific experience, Can these experience be combined in the case of a joint venture | No, The experience should be as indicated in the bidding document |
| 5.0 | **AOB**Bidders were informed to assemble AT KPLC’s parking lot at 9.00 a.m. the following day for the site visit. Bidders were informed that the visit would be carried out only on 12th and would cover areas neighboring Nairobi i.e. Tala and Ruiru. |

