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|  <p style="text-align: center;"><b>COUNTY<br/>GOVERNMENT OF<br/>SIAYA<br/>(CGS)</b></p> | <b>SUBJECT:</b>   | <b>MINUTES FOR THE PRE-BID MEETING AND SITE VISIT FOR: -</b><br>i) <b>CGS/PWI/OT/2021-2022/090 FOR UPGRADING TO BITUMEN STANDARD AND MAINTENANCE OF SEGERE – UHURU - OGASO ROAD</b><br>ii) <b>CGS/PWI/OT/2021-2022/091 FOR UPGRADING TO BITUMEN STANDARD AND MAINTENANCE OF BORO – HARAMBEE ROAD</b> |
|  | <b>DATE OF ISSUE:</b>   | <b>21<sup>ST</sup> APRIL, 2022</b>   |
|  | <b>DATE OF MEETING:</b>   | <b>8<sup>TH</sup> APRIL, 2022 AT 10.00 HOURS</b>   |
|  | <b>TIME:</b>  | <b>10.00 HOURS – 12.00 HOURS</b>   |
|  | <b>VENUE OF MEETING</b>   | <b>ALEGO USONGA SUB-COUNTY OFFICES</b>   |
| <b>In Attendance:</b>  | <p><b>CGS Staff in Attendance</b></p> <ol style="list-style-type: none"> <li>1. Eng. Shem Ojwando – Dir. Roads – Chairman</li> <li>2. Peter Ochola – Roads Inspector Alego Usonga</li> <li>3. Julius Wambisa – Roads Officer – KERRA Siaya</li> <li>4. Kevin Jumba – Assistant Engineer – KERRA Siaya</li> <li>5. Mr. Martin Okwatta – Dir., Supply Chain Management</li> <li>6. Mr. Paul Angila – Supply Chain Management Officer – Roads</li> </ol> <p><b>Contractor’s Representatives in Attendance</b></p> <ol style="list-style-type: none"> <li>1. Mr. Bevines Osati – M/s Bridgestone Co. Ltd</li> <li>2. Mr. Silvanus Otieno – M/s Mijesh Enterprises</li> <li>3. Mr. Martin Ogemba - M/s Mijesh Enterprises Limited</li> <li>4. Mr. Gabriel Omondi – M/s Nile Logistics Limited</li> </ol> |  |
| <b>Agenda:</b>   | Pre-Bid Meeting and Site Visit for Tenders Nos. CGS/PWI/OT/2021-2022/090 for Upgrading to Bitumen Standard and Maintenance of Segere – Uhuru - Ogaso Road and CGS/PWI/OT/2021-2022/091 for Upgrading to Bitumen Standard and Maintenance of Boro – Harambee Road  |  |
| <b>Attachments</b>   | <ul style="list-style-type: none"> <li>• Attendance List during the Pre-bid meeting</li> <li>• Final BoQs that includes summary</li> </ul>  |  |

| <b>Points of Discussion</b>  | <b>Action By</b> | <b>Action Date</b> |
|--|------------------|--------------------|
| <p>01: 08-04-2022 <b><u>Introduction</u></b></p> <p>The meeting started at 10.45 Hours by a word of prayer from Mr. Peter Ocholla after which the Chairman Eng. Shem Ojuando welcomed the members to the meeting. All Members introduced themselves as registration of attendees continued.</p> <p>During the introduction session, the representative from Bridgestone Co. Ltd informed the meeting that they were interested in Segere – Uhuru - Ogaso Road while the representative from Mijesh Enterprises informed the meeting that they were interested in both roads.</p> | N/A              | N/A                |

| <b>Points of Discussion</b>   |  | <b>Action By</b>  | <b>Action Date</b>              |                 |    |  |   |                    |             |
|---|--|---|---------------------------------|-----------------|----|--|---|--------------------|-------------|
| <p>02: 08-04-2022 <b><u>Opening Remarks from Chair</u></b></p> <p>The Chair, in his opening remarks informed the bidders that: -</p> <ul style="list-style-type: none"> <li>▪ The County Government sought technical assistance from Kenya Rural Roads Authority (KERRA) in development of BoQs for the two roads and this explained their presence as part of County Government of Siaya Staff. KERRA will also be involved in subsequent processes that include the implementation phases of the projects.</li> <li>▪ The pre-bid meeting presented interested bidders with the opportunity to seek clarification on the two tenders as it was expected that they had gone through the tender document as the time between the tender advert and the meeting was adequate.</li> <li>▪ They should ensure that a county representative signed and stamped Certificate of Tenderer's Visit to the Site(s) as attendance of the pre-bid meeting and site visit was mandatory.</li> <li>▪ The site visits would be preceded by the pre-bid meeting. The meeting participants will first proceed to Uhuru - Ogaso Road then move to Boro – Harambee Road.</li> </ul> |  | N/A   | N/A                             |                 |    |  |   |                    |             |
| <p>03: 08-04-2022 <b><u>Clarification of Issues raised by bidders and response by CGS</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">N<sup>o</sup>.</th> <th style="width: 40%;">Clarification sought by bidders</th> <th style="width: 50%;">Response by CGS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>The BoQs for Tender No. CGS/PWI/OT/2021-2022/090 for Upgrading to Bitumen Standard and Maintenance of Segere – Uhuru - Ogaso Road had no summary page.</td> <td> <ul style="list-style-type: none"> <li>▪ It was confirmed that the BoQs uploaded in the website had no summary page.</li> <li>▪ The CGS undertook to replace the entire BoQs for the two roads and bidders requested to use the latest BoQ with the summary page when responding to the tender</li> </ul> </td> </tr> </tbody> </table>  |  | N <sup>o</sup> .  | Clarification sought by bidders | Response by CGS | 1. | The BoQs for Tender No. CGS/PWI/OT/2021-2022/090 for Upgrading to Bitumen Standard and Maintenance of Segere – Uhuru - Ogaso Road had no summary page. | <ul style="list-style-type: none"> <li>▪ It was confirmed that the BoQs uploaded in the website had no summary page.</li> <li>▪ The CGS undertook to replace the entire BoQs for the two roads and bidders requested to use the latest BoQ with the summary page when responding to the tender</li> </ul> | Director,<br>Roads | Immediately |
| N <sup>o</sup> .  | Clarification sought by bidders  | Response by CGS   |                                 |                 |    |  |   |                    |             |
| 1.  | The BoQs for Tender No. CGS/PWI/OT/2021-2022/090 for Upgrading to Bitumen Standard and Maintenance of Segere – Uhuru - Ogaso Road had no summary page. | <ul style="list-style-type: none"> <li>▪ It was confirmed that the BoQs uploaded in the website had no summary page.</li> <li>▪ The CGS undertook to replace the entire BoQs for the two roads and bidders requested to use the latest BoQ with the summary page when responding to the tender</li> </ul> |                                 |                 |    |  |   |                    |             |
| <p>04: 08-04-2022 <b><u>Site Visit of Uhuru - Ogaso Road</u></b></p> <ul style="list-style-type: none"> <li>• Members congregated at the start of the road at Segere Primary School at 12.45p.m. The technical team briefly explained to the bidders what the works entail.</li> <li>• Bidders raised concern on the visible encroachment of the road reserve. They were informed that the road had recently been upgraded from class E to C. The road corridor will therefore have to be demarcated afresh and any land acquisitions will be addressed then as the document had no provision for the acquisitions.</li> <li>• The participants then proceeded to view the road with stops at Uhuru Bridge and Daho Borrow Pit before reaching the end of the road at Ogaso. The total length of the road was estimated at 12km.</li> <li>• During the stopovers, the bidders were informed that Uhuru Bridge would be replaced as the current one was failing and had</li> </ul>   |  | N/A   | N/A                             |                 |    |  |   |                    |             |

| Points of Discussion  | Action By | Action Date |
|---|-----------|-------------|
| several weak points and were also encouraged to consider getting some of construction material from Daho Borrow Pit <ul style="list-style-type: none"> <li>The representative from Bridgestone Co. Ltd requested not to proceed to the next site visit as they will not participate in that particular tender.</li> </ul>   |           |             |
| 05: 08-04-2022 <b><u>Boro – Harambee Road</u></b> <ul style="list-style-type: none"> <li>Members congregated at the start of the road at Boro at 1.15 p.m. There they found representative from M/s Nile Logistics Limited Mr. Gabriel Omondi who explained that he was not able to attend the pre-bid meeting but was interested in submitting a tender for Boro-Harambee Road hence decided to attend the site meeting. It was unanimously agreed that they be admitted and be recorded as having attended the pre-bid meeting as the turn-out was low. They would be briefed on what transpired in the pre-bid meeting immediately after the site visit.</li> <li>The technical team briefly explained to the bidders what the works entail</li> <li>The participants then proceeded to view the road with stops at Mahira and Obitho where a box culvert would be constructed before reaching the end of the road at Harambee. The total length of the road was estimated at 12km</li> <li>Bidders raised concern about a section of the road with black cotton soil around Obitho which may not have been captured in the BoQs and may lead to variations as the depth was not known.</li> <li>Since there were no issues, members dispersed at 2.10 p.m. after briefing the representative from M/s Nile Logistics Limited on what transpired during the pre-bid meeting</li> </ul> | N/A       | N/A         |

There being no other business, the meeting ended at 2.10 p.m.

**Signed by:**

**Eng. Shem Ojwando - Chairman**

**Mr. Paul Angila - Secretary**

**Approved for Circulation**

**Martin Okwatta – Director, Supply Chain Management:**



**Date: 21.04.2022**