

REPUBLIC OF KENYA



**COUNTY GOVERNMENT OF SIAYA
Office of the Director Supply Chain Management**

REPORT OF THE

PRE-TENDER MEETING AND SITE VISIT MINUTES

FOR

**PROPOSED EXTENSION OF NON- MOTORISED TRANSPORT FACILITIES AND
STORM WATER DRAINAGE FROM LANDS (ARDHI HOUSE) JUNCTION TO JUA
KALI JUNCTION ROAD(2A) IN SIAYA TOWN WITHIN SIAYA MUNICIPALITY.**

TENDER NO. CGS/SCM/LANDS/SMB/KUSP-UDG/OT/2021-2022/001

HELD ON

MONDAY 4TH JULY 2022

AT

ALEGO USONGA SUB-COUNTY OFFICES

KENYA URBAN SUPPORT PROGRAMME (KUSP) IN SIAYA TOWN.

County Government of Siaya

Siaya Municipal Board

P. O Box 803 – 40600

Siaya.

1.0 Background:

The Kenya Urban Support Programme (**KUSP**) is a USD300 million project whose objective is to establish and strengthen urban institutions to deliver improved infrastructure and services in participating counties in Kenya. The Operation will provide direct support to all counties other than the city counties of Nairobi and Mombasa, and to 59 potentially eligible urban areas within those counties.

The County Government of Siaya (**CGS**) is one of the beneficiaries of this Noble Programme. Through the Ministry of Transport, Infrastructure Housing and Urban Development State Department of Housing and Urban Development Urban Development Department, CGS (the Department of Lands Physical Planning, Housing and Urban Development) received Funds from the World Bank, and intends to use it for **Extension of Non –Motorised Transport Facilities and Storm Water Drainage from Lands (ARDHI HOUSE) Junction to JuaKali Junction Road(2A) in Siaya Town, within Siaya Municipality.**

2.0 Introduction:

The tender was advertised openly on the Standard and Nation Newspapers on Monday 27th June 2022, on the County Government of Siaya website and on Public Procurement Information Portal (PIIP) website on the same day.

The tender provided for a **Mandatory Pre-tender site Meeting** which was held on **Monday 4th July 2022** as scheduled. Thirteen (13) Prospective Tenderers Assembled at **ALEGO USONGA SUB-COUNTY OFFICES** from **10.00 a.m.**

2.1. Attendance List

2.1.a. The attendance for the contractors’ representatives was as tabulated:

S/No	Name	Company	Email	Phone Number
1	Charles Peter Nguli	Kawaka Electricals Ltd	kawakaelectronics@gmail.com / thomaswo820@gmail.com	0728569114
2	Austine Otieno	Sensuite Technologies Ltd	info.otieno@gmail.com	0748110957
3	Jeconia Olang’	Mavatech (K) Ltd	info.otieno@gmail.com	0748110957
4	Frank Omondi	Elgiborh Solutions Ltd	elgiborhltd@gmail.com	0715773100
5	Shadrack Opondo	Glovy Hands Services Ltd	glovyservices@gmail.com	0714386083
6	Wycliffe Ooga	Sanabil General Suppliers	info@sanabil.co.ke	
7	Oindo Austine	Somafa Investment Ltd	Somafa.limited@yatex	
8	Franois Odwor	Lizely Company Ltd	lizelycommunications@gmail.com	0720540998
9	Edward Samar	Zep Company Ltd	zepcompany@gmail.com	0725597055
10	Zaid Bholim	Punjani Electrical & Indian Ltd	punjani@punjani.co.ke	0718320958
11	James Moki Muli	Voacom Networks Ltd	info@voacom.net	0722306086

S/No	Name	Company	Email	Phone Number
12	Thomas Kipkosgei Maiyo	Nakina Ltd	nakin ltd@gmail.com	0720547083
13	Moses Octira A.	Lancone IWV Co. Ltd	lanconivw@gmail.com	0701193337

Table 1: Contractors' Representatives

2.1b. The representatives from County Government of Siaya included:

No	Name	Designation
1	Wilson Omondi	Project Engineer - Chair
2	Fredrick Opondi	Project Supply Chain Management Officer - Secretray
3	Carolyn Omondi	Project Accountant
4	Diana Awuor	Project Environment Officer
5	Wilson Omondi	Project Engineer
6	Elizabeth Moi	Project Social and Environmental Officer
7	Martin Otieno Okwatta	Director, Supply Chain Management

Table 2: CGS representatives

3.0. Discussions

3.1. The meeting began by a word of prayer from one of the contractors. After a brief introduction, the secretary explained that;

- I. Each representative to sign the attendance register
- II. Each representative to pick duly signed and stamped Site Visit Certificate as attendance of the pre-bid meeting and site visit was mandatory

3.2. The Director, Supply Chain Management then gave a brief background on the Pretender Site Meeting stating that it presented interested bidders with the opportunity to seek clarification on the tender as it was expected that they had gone through the tender document as the time between the tender advert and the meeting. He there after opened the session for questioning and clarification.

Issues raised by the contractors and formally answered by experts from the County Government of Siaya included:

Summary of the Questions asked and their responses

No.	Query / Issue	Reply / Clarification
1.	One representative inquired if an individual could represent two different firms in the Pre-Tender Site Meeting	<ul style="list-style-type: none"> ■ Supply Chain Management Officer- responded that one representative appearing for two firms would lead to disqualification of the two firms
2.	Another representative inquired if the phone numbers could be included in the attendance register	<ul style="list-style-type: none"> ■ Supply Chain Management Officer- responded that it was acceptable since this was part of the requisite contact information and every representative was required to record the correct email addresses and telephone numbers since communication would be done via email addresses indicated.
3.	The Director, Supply Chain Management asked if there was an issue with regards to the Tender Document.	<ul style="list-style-type: none"> ■ The representatives were contented with the document so there were no issues raised. ■ The minutes of the Pre-Tender Meeting and Site Visit, together with an addendum containing the amended tender document will be

No.	Query / Issue	Reply / Clarification
	He informed the participants that the tender BoQs had been slightly amended and therefore a fresh tender document with the amended BoQs would be issued through an addendum.	<p>uploaded in the County Government of Siaya Website (www.siaya.go.ke) and also sent to tenderers through emails recorded in the attendance register by close of business on Thursday 7th July, 2022.</p> <ul style="list-style-type: none"> ▪ Since the amendment was minimal, the tender submission deadline shall not be extended.

Table 3: Queries and Respective Clarification

3.3.Members present then proceeded to visit the site at lands (ARDHI HOUSE) Junction to Jua kali Junction Road(2A) in Siaya Town. The site visit was led by the Project Engineer and the following were the clarifications:

- Length of the stretch for construction - 900m
- Site clearance
- Construction of Parking at Governors Park
- Construction of cabro-walkways, averagely 2m wide, constructed from the edge of the road for 822m
- Installation of kerb stones and haunching
- Stone pitching works
- Drainage works- installation of storm water drains to connect with existing drains.
- Installation of side slabs at identified points on the existing drains
- Placing and compaction of hardcore materials at access points.
- Covering of the existing open drain with RC at Jua Kali Junction to allow smooth connection of the walkway.
- Greening – grass and tree planting at selected points

4.0. Conclusion

After the site visit, the representatives were allowed to pick the certificates and left at their own pleasure.

Signed by:

Eng. Wilson Omondi - Chairman

Mr. Fredrick Opondi – Secretary

Approved for Circulation

Martin Okwatta – Director, Supply Chain Management:

Date: 07.07.2022



End.