

MINUTES OF RONALD NGALA UTALII COLLEGE(RNUC) PRE-TENDER CONFERENCE HELD ON TUESDAY, 16TH NOVEMBER, 2021 AT TOURISM FUND BUILDING TRAINING ROOM 6TH FLOOR FROM 10.00

TOURISM FUND OFFICERS PRESENT

1. Mr. Kelvin Mungasio	Supply Chain Management	Chairperson
2. Ms. Norah Mukuna	Supply Chain Management	Member
3. Mr. Silas Chebii	Supply Chain Management	Member
4. Ms. Ainda Muthee	Supply Chain Management	Member
5. Mr. Said Issa	Supply Chain Management	Member
6. Mr. Wilfred Cheruiyot	Supply Chain Management	Secretary

LIST OF TENDERERS AND REPRESENTATIVES PRESENT

No	NAME	ORGANIZATION	EMAIL ADDRESS
1	William Ogam	Spectra Eng. Solutions	info@spectraengineering.co.ke
2	Mbira Waweru	Essential Appartors Ltd	Info@essentialapparators.co.ke
3	Collins Kaunda	Stainless steel Masters Ltd	info@stainless-steelmasters.com
4	Mildred Ondusi	Plumbing Systems Ltd	waterprojects@plumbingsystems
5	Rosebel Mugambi	CESP Africa	marketing@cespafrika.com
6	Chris nganga	CESP Africa	cgathini@cespkenya.com
7	Margaret Mungui	FREJED Engineering Ltd	info@frejed.co.ke
8	Edwin Omondi	Marshall fowler Eng. Ltd	info@marshallfowler.com
9	Emmanuel Ndungu	Ingerop & Alyeo water	ekariuki@ingrep.ke
10	Alex Mucheru	Dupont Water Solutions	Alex.mucheru@dupont.com
11	Deepak	Allied Plumber Ltd	Suhail.asui.co.ke
12	Khalid Imam	Allied Plumber Ltd	Suhail.asui.co.ke
13	Grace Indoshi	Restah Company Ltd	restahcompanylimited@gmail.com
14	Adanour Bashir	Shah Construction	Shahcontractors77@gmail.com
15	Martha Munyoki	Veromatch Ltd	veromatech@gmail.com
16	Cathy Kimeli	Alliance Control Ltd	Palman7@gmail.com
17	P. Lusigi	One care company Ltd	onecarecoltd@yahoo.com
18	Ignatius Wafula	Reteneg Tech	shaniyaglobally@gmail.com
19	Felix Oduru	Hydro E.A Ltd	hydroealtd@gmail.com
20	Maryanne Wambua	Plenser Ltd	info@plenser.com
21	Moses Kamau	Plenser Ltd	mkamau@plenser.com
22	Faridah Odhiambo	Plenser Ltd	faridah@plenser.com
23	Patrick Lusigi	JackPas Contractors	jackpasbuilding@gmail.com
24	Eric Mutai	Miliki Dev't Co Ltd	info@milikidevelopment.co.ke
25	Kelvin Muigai	First Quality Supplies Ltd	info@firstquality.co.ke

ENGINEERS/CONSULTANTS PRESENT

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|----------------------|---|---------------------------|
| 1) Mr. Sebby Obillo | - | West Consulting Engineers |
| 2) Mr. Michael Ngari | - | Armitech Engineers |

1. **MIN PC 01/01/2021 - OPENING REMARKS**

The Chairperson called the meeting to order at 10.00 am and invited the Secretary to welcome all the participants present.

The Mr. Cheruiyot requested one of the participants to precede over with a word of prayer and **Ms. Grace indoshi** lead with a word of prayer.

Thereafter, each member of the team and the tenderers present introduced themselves stating their names and the organizations they are representing.

MIN PC 01/02/2021 -INTRODUCTION OF THE MANDATORY REQUIREMENTS

The Chairperson was therefore invited to take over the meeting and take the tenderers through the Mandatory/Preliminary requirements of all the advertised tenders for the Proposed Ronald Ngala Utalii College (**RNUC**) in Kilifi County.

The Advertised tenders were posted on the Government portal and Tourism Fund website on 2nd November,2021. Part of the Instruction to Tenderers was that a Pre-tender conference will be held on 16th November,2021 to all bidders who are wishing to participate in any of the three (3) tenders. The meeting, however will not be part of the mandatory requirements during evaluation.

The advertised tenders are as follows;

No	Tender Description	Tender No
1	Supply , Delivery and Installation of Kitchen Equipment, Liquid Petroleum gas and Laundry Equipment works at Ronald Ngala Utalii College , Kilifi	TF/08/2021-2022
2	Supply , Delivery and Installation of Boiler and Incinerator Works at Ronald Ngala Utalii College , Kilifi	TF/09/2021-2022
4	Supply , Delivery and Installation, testing and Commissioning of a 500M3/day waste water treatment plant at Ronald Ngala Utalii College , Kilifi	TF/10/2021-2022

The tenders are scheduled to close on 30th November,2021 at 1200 hrs and the evaluation process to commence immediately thereafter.

The essence of having this pre-tender conference was to sensitize the intended bidders on the basic mandatory and technical requirements and what is expected of them during and after the opening and evaluation of the tenders.

The list of Mandatory requirements and the required attachments are as follows;

PRELIMINARY/MANDATORY REQUIREMENTS		
	ITEM DESCRIPTION/ REQUIREMENT	REQUIRED ATTACHMENT
1	The Tender is signed by the person with power of attorney, without material deviation, reservation, or omission. letter granting power of attorney to sign the contract	A Signed, and Stamped Power of Attorney By A Commissioner Of Oaths
2	Tenderer is a legally registered entity. (Certificate of incorporation/Registration)	Registration from Registrar of Companies
3	If Tenderer is a JV, it is properly constituted by a commissioner of oath.	Joint Venture Agreement entered into by all members and Duly filled FORM ELI - 1.12
4	Valid Tax compliance	Valid Tax Compliance certificate from KRA
5	Must submit duly filled, signed and stamped business questionnaire	Fill all sections of the Business Questionnaire (STAMP AND SIGN)
6	The Price Schedule in the format provided must be signed and stamped	Dully filled Form of Tender and Bills of Quantity
7	Must submit certified, valid and CR12 for limited Company (not later than the last 6 months) or national Identity card for sole proprietor	CR 12 from the Registrar of Companies (not later than the last 6 months from the date of submission) or ID of the Directors for Sole proprietor
8	Dully Filled litigation form	Fill FORM CON –2
9	Attached valid business permit	Business permit from any County valid for the year 2021
10	Dully filled, signed and stamped self-declaration form	Dully fill all sections of FORM SD1
11	Foreign tenderer meets the minimum forty (40%) percent rule of local contributions.	Declare Directorship in case of a foreign Companies
12	Tender Security in the required format and amount valid for 240 days from the approved insurance providers by PPRA or Bank Guarantee	Valid Tender security from a financial Institution or an Insurance firm approved by PPRA (The amount stated in the Tender Data Sheet (TDS Section 2) valid for 240 days
13	A Tenderer has not participated in more than one Tender, except for permitted alternative tenders	No tenderers to participate in the same tenders twice either as a JV or Directorship
14	Tenderer has not been debarred by the PPRA or any other recognized institution	Fill the NON Debarment form <u>SELF- DECLARATION FORMS (SD1)</u>
15	Dully filled, signed and stamped anti- corruption form	Self-declaration that the person/tenderer will not engage in any corrupt or fraudulent practice (SD2)
16	Tenderer has no conflicts of interest.	Declaration and Commitment To The Code Of Ethics Form
17	The tenderer is not insolvent, in receivership, bankrupt or in the process of being wound up. Attached a letter of credit from a Bank or Bank account statement not later than the Last 6 months	Letter of credit or Bank statement not later than six months from the dated of submission/closing date
18	The tender is valid for the required number of days. 210 days	FORM OF TENDER Indicate in the form of Tender
19	Manufacturer authorization letter for major products	Valid Manufacturer authorization

20	For Kenyan Tenderers, Tenderer is registered with appropriate authority (name the Authority). (NCA) 5 and above	Valid NCA 5 from National Construction Authority (NCA)
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Questions/Clarifications on Mandatory requirements

1. Why is Manufacturers authorization a mandatory requirement yet some tenderers have the capacity to manufacture some parts/equipment on their own.

Answer:

- Manufacturers Authorization is important to ensure that we are getting quality equipment with assurance of support/parts even after the works is done. However, for those who have the capacity to manufacture their own equipment locally, they must prove that the quality of the item is up to the standards required as this safeguards the client from substandard products.
- Those with locally assembled equipment to also demonstrate that they are within the regulated limits by issuing a compliance letter from relevant government agencies such as WARMA, NEMA, KEBS etc.

2. Are international tenderers who would wish to participate in any of the tenders allowed to do so?

Answer:

This tender was advertised pursuant to section 96 of the Public Procurement and Asset Disposal Act of 2015 as an Open national tender and not an international tender, however any person who wishes to participate with an international partner as a joint venture cannot be barred for participating as long as they formally constitute their agreement and observe the 40% minimum rule of local contribution.

3. How is a bidder who wishes to import the equipment going safeguard themselves from dollar inflation?

Answer:

The bidders wishing to import most of the components are advised to ensure that they are able to project/forecast on the dollar inflation rate to ensure that the tender price is valid for tender the valid period indicated in the bid documents.

MIN PC 01/03/2021 –TECHNICAL REQUIREMENTS

The chairperson took this opportunity to welcome the engineering consultants to take the tenders through the technical requirements for the three tenders.

Engineer Sebby Obillo projected a pictorial presentation of the site at RNUC Kilifi and took the tenderers through the current status of the building works and the structures and thereafter invited any bidder with an enquiry on the technical aspects of the tender.

The bidders asked the following questions which were responded to as follows:

Tender for Supply, delivery and commissioning of Kitchen Equipment, Gas Supply and Laundry Equipment Works TF/08/2021-2022

1. Clarification on NCA Category

The category required is mechanical works category 5 and above and current annual practicing license of the above works.

2. Clarification on who is to submit the Manufacturer Authorization for major equipment-

Any person importing major equipment out of the country, for those fabricating locally must have attached the Kenya Bureau of Standards compliance certification.

3. Clarification on whether the laundry equipment uses steam only or both-
most of the equipment uses steam description on the technical data sheet in the document; some are electric and gas. Refer to the specification description in the tender document.

Tender for Supply delivery and commissioning of a Boiler and Incinerator equipment TF/09/2021-2022

1. Clarification on who is to submit the Manufacturer Authorization for major equipment

-Any person importing major equipment out of the country, for those fabricating locally must have attached the Kenya Bureau of Standards compliance certification. Major items are listed on the technical schedule in the tender document.

2. Clarification on whether the calorifier equipment was omitted in the Tenderer-

We encourage the tenderers to fill for the unit prices on the schedule of unit rates for items. Specifically, if required by client the unit rate would be adopted. Capacity of the calorifier to be 5,000 litres and provide technical data for the same sheet in the document.

3. Clarification on whether the oil tank is being shared for both the incinerator and Boiler-Yes it is shared.

4. Clarifications on major items-

The major items have been listed in technical schedule of items to be supplied.

Attached are the schedule of rates

Tender for supply, delivery and commissioning of 500m³/Day Waste Water Plant TF/10/2021/2022

1. Clarification on guarantee and the number of years required-

All the guarantees have been. Listed in the document. The missing functionality guarantee is 5 years from the day of operational

Part 2

Section VI

1 (x) the performance guarantee period is corrected to read three years to align with section 12.2.

For MBR, the membrane guarantee shall be five years.

12.1 & 12.2- The manufacturers guarantees shall be for 3 years except the membrane (in case of MBR) which shall be 5 years.

2. Clarification on KEBS standard

-It's required if the firm does local assembling and letter of manufacturer Authorization for major items if imported Parts.

3. Clarification Warma /Nema requirement –

The firm will give evidence of past similar test reports to authenticate the required outputs. Basically the firm should seek for letter of reference from the relevant office.

MINUTE No. PC /01/04/2021-2022- Any Other Business

There being no other questions, the meeting ended at 12.35 pm with a closing prayer by **Mr. Moses Kamau**.

Signed: Date:
(Chairperson)

Signed: Date:
(Secretary)

Attachment No. 1**SCHEDULE OF UNIT RATES FOR BOILERS AND INCINERATOR**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>RATE (KShs)</u>
1.	Steam boiler plant, power output 300kw and capable of delivering 725kg per hour of steam at 200 degrees centigrade at 10 Bar. boiler to be of package type with boiler drain, inlet circulation pipe and fuel pipe connection, lifting lags, insulation suitable self-contained modulating medium pressure atomizing, nozzle fuel oil burner with flame supervision and modulating control unit, inbuilt draft fan, air volume control valves and other control valves, integral burner fuel pump with associated accessories. The boiler shall be as Lous Universal High Pressure or equal and approved.	No.	
2.	Supply and install storage water calorifier nominal capacity 5,000 litres. Size 1.8 metres diameter and 2 metres long as specified in this specification and that manufactured by British steam specialities Ltd. Their Northvale or equivalent complete with pressure educing valves float trap and spirax-tec and safety valve mounted directly on the shell and to operate at 2.2 Bar equal and approved.	No.	
3.	Calorifier Circulation Pump, duty 4.8pa sec (288GPM) against a head of 100metres as that manufactured by Gundfos or equal and approved.	No.	
4.	Blowdown Controller	No.	
5.	Ogden Pump	No.	
6.	Steam Valves	No.	

General Notes to the Tenderer

The tenderer shall submit technical schedules for all materials and equipment upon which he has based his tender sum.

The tenderer shall also submit separate comprehensive descriptive and performance details for all plant apparatus and fittings described in the technical schedules. Manufacturer's literature shall be accepted. Failure to comply with this may have his tender disqualified.