



MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)

VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024

File No.

Meeting  
minutes Ref No.

Date & Time

10.00AM

### TECHNICAL

- The chairman clarified that size of conductor for the project is 421 mm sq. (Brussels).
- The Chairman briefed the participants on the sensitivity of the project, specifically on the delicate nature of the ACCC conductor to be installed.
- It was clarified that the circuit project was to be done on Dandora – Juja Line 1 whose parameters are as follows:

Tower no.	Tower type	GPS coordinates	Formation
1	Section- Terminal tower	-1.253982, 36.906105	Horizontal
2	Section tower	-1.254832, 36.907715	Horizontal
3	Line tower	-1.256735, 36.911139	Horizontal
4	Section tower	-1.258158, 36.913785	Horizontal
5	Line tower	-1.259681, 36.914235	Delta
6	Section- terminal tower	-1.260988, 36.914639	Delta

- Bidders were asked to take note of salient features that will inform their bidding, such as:
  - a) Trace encroachments like, structures under the line, barricades, farming, and concrete molding businesses. They scope includes creating access to the wayleave and vegetation mgt.
  - b) Energized sub transmission and distribution lines.
  - c) Road crossing.
  - d) Proximity to other transmission lines.

### **1.0 CONCERNS**

- The bidders requested for more time to compile their bids after appreciating the actual scope of the project.
- Bidders sought clarification on how soon the recovery works would commence and were advised that it is only when everything was in place so as to minimize system interruption.

The site visit was closed at 1pm with a word of prayer form one of the bidders.

Chairman:	Eng. Dedan Kuria	Secretary:	Alice Theuri
Sign:		Sign:	
Date:	19/03/2024	Date:	19/03/2024



**MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)**

**VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024**

**File No.**

**Meeting  
minutes Ref No.**

**Date & Time**

**10.00AM**

- Form of Tender complete name and business address fully completed & signed on their letter heads.
- Certificate of Independent Tender determination.
- Declaration and commitment of code of Ethics.
- Completed Site visit forms for the 6 sites signed by authorized KPLC officer.
- Qualification forms.
  - i) Form EQU
  - ii) Form PER 1 & PER 2
  - iii) Form ELI 1.1
  - iv) Form ELI 1.2
  - v) Form CON 2
  - vi) Form FIN 3.1 – Form 3.4
  - vii) Form EXP 4.1-Form EXP 4.2 (b)
- Confidential business questionnaire.

Bidders were notified that submission of the above forms should be strictly in the format shown in the tender document and should be uploaded together with the other documents.

<b>Chairman:</b>	Eng. Dedan Kuria	<b>Secretary:</b>	Alice Theuri
<b>Sign:</b>		<b>Sign:</b>	
<b>Date:</b>	19/03/2024	<b>Date:</b>	19/03/2024



**MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)**

**VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024**

**File No.**

**Meeting  
minutes Ref No.**

**Date & Time**

**10.00AM**

**1. Preliminary Part I -**

- The bidders were taken through the preliminary evaluation, which consist of submission of documents as outlined in the preliminary evaluation.

**2. Technical Evaluation Part II -**

- The bidders were taken through the technical evaluation, which consisted of mandatory submission, and verification of technical requirements as outlined in the technical specifications.
- The technical evaluation had also scoring criteria which the bidder is required to attain a pass mark of 75% to proceed to financial evaluation.

**3. The bidders were also taken taking through the substation to understand the drawing and BOQ . Financial Evaluation Part III.**

The bidders have to ensure that their bids do not have any arithmetical error since as per revised PPAD 2015 (2022) there will be no correction of arithmetic error during evaluation. The totals price in the price schedule should tally with the price on the form of tender.

**6. FORMS TO BE SUBMITTED**

The forms below were to be uploaded together with any other tender document requirements fully filled signed and stamped as required.

- Self-Declaration forms duly completed and signed (SD1 & SD2).

<b>Chairman:</b>	Eng. Dedan Kuria	<b>Secretary:</b>	Alice Theuri
<b>Sign:</b>		<b>Sign:</b>	
<b>Date:</b>	19/03/2024	<b>Date:</b>	19/2/24



**MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)**

**VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024**

**File No.**

**Meeting  
minutes Ref No.**

**Date & Time**

**10.00AM**

The bidders were taken through the tender document and the following was referenced

### 1. TENDER SUBMISSION

- (a) The bidders were reminded that this is e-procurement system and documents are to be uploaded to the portal in pdf format.
- (b) The bidders must have a domain email to access the e procurement portal.
- (c) The bidders original bid security should be dropped in a tender box located in Stima Plaza 3<sup>rd</sup> floor reception on or before tender closing date with a sealed enveloped marked the tender number and tender name only. A copy of the same should be uploaded together with the other tender documents on the portal.
- (d) The bidders were informed that the currency of quote should be in Kenya Shillings (KShs.).
- (e) This is a national tender but a bidder can have Joint Venture with maximum members in the JV of 3 (three) and the local bidder shall be the lead partner.

### 2. TENDER VALIDITY

Bidders were required to note that validity of the tenders was 180 days from the date of tender opening and any tender valid for a shorter period shall be declared non-responsive.

### 3. SUMMARY OF EVALUATION PROCESS

Bidders were required to note the evaluation process indicated in this section and note that the process is divided into the following mandatory criteria i.e.-

<b>Chairman:</b>	Eng. Dedan Kuria	<b>Secretary:</b>	Alice Theuri
<b>Sign:</b>		<b>Sign:</b>	
<b>Date:</b>	19/02/2024	<b>Date:</b>	19/02/24



**MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)**

**VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024**

**File No.**

**Meeting  
minutes Ref No.**

**Date & Time**

**10.00AM**

### **OPENING REMARKS**

The meeting for kicked off at 10.30am with opening prayers from KPLC officer.

Supply Chain Officer emphasized the importance of the pre-bid meeting and the site visit. The essence was to better understand the requirement of the tender document and ask questions that may assist in bidders providing a realistic bid, which must be within the market rate as required by law. The award criteria is to the lowest evaluated bidder per lot.

The bidders were informed that the bid security is **KShs 500,000.00** (Kenya Shillings Five Hundred Thousands Shillings only with a validity of 210 days from the tender closing date and the bidders are required to use the tender security form strictly in the format provided in the tender document and should be dropped at Stima Plaza Tender Box situated at 3<sup>rd</sup> Floor on or before the tender closing date. The bid security should be strictly from the following institutions:-

- i. Local Banks
- ii. Deposit Taking Microfinance Institutions or SACCOs

The bidders were reminded that any clarification should be channeled through the email given in the tender documents and should be received 7 days before the tender closing date as per the law.

### **BRIEFINGS**

The bidders were informed that the tender document is an E-Procurement tender opening system and they should ensure that they have read and understood the tender document.

<b>Chairman:</b>	Eng. Dedan Kuria	<b>Secretary:</b>	Alice Theuri
<b>Sign:</b>		<b>Sign:</b>	
<b>Date:</b>	19/03/2024	<b>Date:</b>	19/03/2024



**MINUTES OF PRE-BID MEETING FOR TENDER FOR  
UPRATING OF DANDORA-JUJA 132KV  
INTERCONNECTOR (TENDER NO.  
KP1/9A.2/OT/054/NM/23-24)**

**VENUE: DANDORA 220/132KV SUBSTATION ON  
19.03.2024**

**File No.**

**Meeting  
minutes Ref No.**

**Date & Time**

10.00AM

**IN ATTENDANCE**

**KENYA POWER NAIROBI ELECTRICITY HOUSE**

	<b>NAME</b>	<b>DESIGNATION</b>
1	Eng. Dedan Njoroge	Transmission Engineer- Chairing
2.	Erastus Kamau	Snr. Technician transmission
3.	Alice Theuri	Supply Chain
4.	Antony Gathii	Snr. Technician transmission

**PROSPECTIVE BIDDERS**

As per attached Appendix 1

**AGENDA**

1. Introduction
2. Bid Process & Preliminary Requirements
3. Technical Work Requirements
4. Site Visit
5. A. O. B.

**INTRODUCTION**

The chairperson called the meeting to order at 10.30am. He welcomed all prospective bidders for the pre-tender site visit and thanked them for turning up for the exercise.

<b>Chairman:</b>	Eng. Dedan Kuria	<b>Secretary:</b>	Alice Theuri
<b>Sign:</b>		<b>Sign:</b>	
<b>Date:</b>	19/02/2024	<b>Date:</b>	19/02/2024