



## **KENYA COAST GUARD SERVICE**

**REPORT OF THE PRE-TENDER MEETING AND SITE VISIT MINUTES FOR PROPOSED CONSTRUCTION OF AN IDEAL KENYA COAST GUARD SERVICE STATION AT MBITA USING CONTAINERS HELD ON WENESDAY 23<sup>RD</sup> NOVEMBER 2022 AT MBITA STATION AT 2.00PM**

**TENDER NO. MICNG/KCGS/01/2022-2023**

## Introduction:

The tender was advertised openly on Thursday 17<sup>th</sup> November 2022 on Kenya Coast Guard Service website ([www.kcgs.go.ke](http://www.kcgs.go.ke)) and on Public Procurement Information Portal (PPIP) website ([www.tenders.go.ke](http://www.tenders.go.ke)).

The tender provided for a **Mandatory Pre-tender site Meeting** which was held on **Wednesday 23<sup>rd</sup> November 2022** as scheduled.

## Attendance List

The attendance for the contractors' representatives was as tabulated:

S/No	Name	Company	Email	Phone Number
1	Vincent Cheruiyot	GAALS AGENCIES LTD		0704789000
2	Peter Biyecoh	CRESCENT GROUP OF COMPANIES		
3	CHRISTINE AYOO	AMEY CONSTRUCTION & TRANSPORTERS	christine@yahoo.com	
4	DAVID EMBOKI	ALVAN HOLDINGS LTD	alvanholdings@gmail.com	0722487018
5	ABISALOM OKUMU	JOELLNECINS LTD		0113915111
6	ALLEN M KAMUTA	JOWAK AGENCIES LTD	jowakagencies@yahoo.com	0722865838
7	RONALD MOMANYI	JN INVESTMENT	jninvestment@ymail.com	0724912820
8	DAMARIS MWENI	MANEMANE GENERAL LTD	manegeultd@gmail.com	0726320211
9	JACK O ONGANY	SOBROSONS ENTERPRISE LTD	onchojack@yahoo.com	0720947014
10	FRED OCHIENG	WILKORI BUILDING & CIVIL ENGINEERING CONTRACTORS COMPANY LTD	project@wilkori.co.ke	0725368550
11	ENOCH B GEKANANA	MASTERBUILD LIMITED	info@masterbuild.co.ke	0725499719
12	PETER NJOROGE	INTERLINK INDUSTRIES	Peternjoroge703@yahoo.com	0712617676
13	NELSON OGUMBA	PLENUM LIMITED	info@plenumltd.co.ke	0721776464
14	LAWRENCE ANGONGA	GENERAL EAST ENGINEERING WORKS	generaleastengineeringwork@gmail.com	0725235403
15	AHMED BASHANE	NORTHERN STAR COMPANY LTD	gaalahmeds@gmail.com	
16	MARTIN NJIRU	SECO	Interiordesign3.seco@alphakenya.com	0707157009
17	ZAKARY O AJWANG	CREATIVE IMAGE LTD		0716169303

The representatives from Kenya Coast Guard Service

No	Name	Designation
1	Lt Col (Rtd) Koech Joel	Director of Support Service
2	Lt Col (Rtd) Jotham Odera	Commander Inland Squadron
3	Lt George Obel	Officer In Charge Mbita Station
4	Eng Oduma John	Engineer- Public Works
5	Mr. G C Bakari	Head of Procurement

### Discussions

The meeting began 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

The Director of Support Service 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 they had enough time between the tender advert and the meeting.

The head of procurement took the members on a brief of procurement procedures and guidelines of the tender document. The following were the key points to note:

1. The closing date will remain 1<sup>st</sup> December, 2022 at 10.00am
2. Site visit is MANDATORY

There after the bidders were taken round the site. The site visit was led by the Project Engineer and the following were the clarifications:

- Length of the stretch for construction.
- Site clearance
- Stone pitching works
- Placing and compaction of hardcore materials to level the ground.

### 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"> <li>▪ Head of procurement- responded that one representative appearing for two firms would lead to disqualification of the two firms</li> </ul>
3.	The Director of Support Services asked if there was an issue with regards to the Tender Document.	<ul style="list-style-type: none"> <li>▪ The representatives were contented with the document.</li> <li>▪ The number and sizes of Containers should be as per the Bill of Quantity as discussed.</li> <li>▪ The minutes of the Pre-Tender Meeting and Site Visit will be uploaded in Kenya Coast Guard Service website before close of the tender.</li> </ul>

### **Conclusion**

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

### **Approved for Circulation**

Lt Col (Rtd) Joel Koech – Director of Support Services Date: 25<sup>th</sup> November 2022

Approved for Circulation  
Initials 28/11/22