



REPUBLIC OF KENYA

KENYA DEVELOPMENT CORPORATION

PROPOSED REPLACEMENT OF FOUR (4NO.) LIFTS AT FINANCE HOUSE,
NAIROBI COUNTY.

TENDER NO.: ONT/KDC/001/24-25

Minutes of Mandatory Pretender site visit and meeting

*Friday 20th September, 2024 from 10:00 AM to 12:00 PM at Finance House, Loita St off
Kenyatta Avenue*

Attendance.

S/NO	NAME	ORGANIZATION	DESIGNATION	EMAIL
1	Julius Nyamobata	Pure fortune	Engineer	jnyamorata@gmail.com
2	Wycliffe Magodi	Ultra electrical	Manager	wmagodi@ultralifts.net
3	Peter Wambaa	Rentstate Ltd	Engineer	info@rentstateltd.com
4	Melisa Monga're	Imaginations Ltd	Director	info@imaginationsltd.co.ke
5	Osinde Augustine	Chos Out Ctr Ltd	Site Agent	chosilimited@gmail.com
6	Samuel Machira	Sanatech Ltd	Director	sanatechengineeringcompany@gmail.com
7	Benson Wamweya	Elevonic Lifts	Projects	info@elevoniclifts.com
8	Tirus Wanjohi	East African Elevators	Manager	gm.ke@eaecl.net
9	Collins Kipchirchir	Eurolifts EA Ltd	Projects	collins2euroliftsealtd.com
10	Paula Njeri	Eurolifts EA Ltd	Projects	paulas2euroliftsealtd.com
11	Arjun Gandhi	Rentstate Ltd	Business Manager	arjun@rentstateltd.com
12	Cyrus Mutunga	Elite Tools Ltd	Tender Coordinator	tendering@elitekenya.com

[Handwritten signature]

13	Anderson M. Lukase	Volks Lift EA	Engineer	andersonmmsosu@gmail.com
14	Henry Kiema	Top Choice	Technician	sales2topchoice.co.ke
15	James Mugo	Otis	Technician	Mkenya68@gmail.com
16	Alex Safari Matolo	Chaoleat Const,Co.Ltd	Engineer	chaoleatlimited@gmail.com
17	Steve Asige	Otis	Engineer	Steve.obagaasige@otis.com
18	Paul Kyalo	Miliki	Engineer	info@milikidevelopment.co.ke
19	Sammy Mitey	Kone Kenya	Engineer	sammymitey@kone.com
20	Denilson Magochi	Baseline Power	Supervisor	www.baseline.power.co.ke
21	Caleb Mutuku	Schindler Ltd	Engineer	calebmutuku@schindler.com
22	Purity Ngatia	Shanghai Eng Co.	Sales	Puritymsoh2gmail.com
23	Joel Nadebu	SDPW	Electrical Engineer	
24	Dennis Kapteini	SDPW	Electrical Engineer	
25	Pascal Wanda	SDPW	Architect	
26	Joseph Waka	KDC	Procurement	
27	Kiplimo Keei	KDC	Procurement	
28	Joseph Okwiri	KDC	Admininstraion	

MINUTES

ITEM	PARTICULARS	ACTION
01.00	PREAMBLE	
01.01	The meeting was called to order by Mr Joseph Waka of KDC at 10.17 am. A word of prayer was offered by Sammy Mitey	info
01.02	A round of self-introductions was done by all present.	info
02.00	Brief description of the Scope	
02.01	<ol style="list-style-type: none"> 1. The tenderers were informed that this was an open national tender. 2. The tenderers were reminded to read the instructions carefully and avoid mistakes while preparing the tender document 3. The Project Manager's representatives briefly described the scope of works for the PROPOSED REPLACEMENT OF FOUR (4NO.) LIFTS AT FINANCE HOUSE, NAIROBI COUNTY. TENDER NO.: ONT/KDC/001/24-25 4. The works entail decommissioning of existing 4 No lifts, importation and installation of 4 no new lifts, associated builders works, electrical works and other components as highlighted in the Bills of quantities and specifications. 	All to note
03.00	Site Visit, inspection and verification	
03.01	<ol style="list-style-type: none"> 1. All the tenderers present were given supervised access (by project Manager's representatives and Client representatives) to the existing lift components (cars, shafts, pits and machine room and lift lobbies). 2. All tenderers present observed, inspected, verified and took all relevant measurements and parameters that would allow them to adequately prepare competitive proposals and bids. 	All to note
04.00	Clarifications after Site Visit, inspection and clarification	
04.01	<ol style="list-style-type: none"> 1. A tenderer sought clarification on why the NCA category was capped at NCA 1 Vis-a-Viz annual construction turnover of Kshs 50 million. Response: According to the second schedule, table Number 5 of the current NCA evaluation criteria (accessible on NCA website: https://www.nca.go.ke/revised-evaluation-criteria-for-contractors) of contractors for Installation of Lifts, the value of work above Kshs 50M can only be done by contractors registered under NCA 1. Furthermore, tenderers were advised to read and understand all the sections of the tender document and adhere to them especially on the evaluation Criteria. 2. A tenderer sought clarification on which lifts will be for VIP or goods. 	All to note

JND
W

	<p>Response: The tenderers were advised to price the works as per the Bills of Quantities.</p> <p>3. A tenderer sought clarification on inclusion of destination control system and Buttons.</p> <p>Response: Tenderers were advised to price for lifts that can be able to operate using Destination Control System and the buttons. The price for these system to be included in their tenders. Furthermore, the tenderers are advised to note and price for the requirements on Buttons that are user friendly for differently enabled persons as highlighted in specifications.</p> <p>4. A tenderer sought clarification why the Procuring entity would require Performance Security from a bank and not from an Insurance company.</p> <p>Response: Procuring Entities shall only use Performance Security – Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bondholder to action. This is an advice to the Procuring Entity by the Public Procurement Regulatory Authority (PPRA) as contained on the Standard form of Performance bond in the tender document.</p> <p>5. A tenderer sought clarification whether the lifts shall be Machine room or Machine room less.</p> <p>Response: Tenderers were advised to allow in their pricing for flexible choice by the Procuring Entity on Machine room or Machine room less lifts.</p>	
05.00	AOB	
05.01	<ol style="list-style-type: none"> 1. Tenderers were issued a Certificate of Mandatory Pretender site visit and meeting signed by the representatives of the Tenderer, Project Manager and the Client. Tenderers were reminded to insert the original certificate in the Tender documents that they will return since it formed part of the evaluation criteria. 2. Tenderers were reminded of specific timelines for clarifications and closing as contained in the Tender data Sheet (TDS). 3. Tenderers were reminded to competitively prepare and submit their bids within timelines. 4. All the tenderers were wished well as they prepare their bids. They were allowed to leave at their own pleasure or wait until 12.00 Noon when the exercise closes officially. 	All to note
06.00	MEETING ADJOURNMENT	
06.01	<ol style="list-style-type: none"> 1. There being no other business, the meeting was adjourned at 12.17 pm 	All to note

[Handwritten initials]

	<p>NOTE:</p> <p>1. The procuring Entity wishes to inform tenderers that they should price for Servicing and maintenance of the existing 4 No lifts during contract period for PROPOSED REPLACEMENT OF FOUR (4NO.) LIFTS AT FINANCE HOUSE, NAIROBI COUNTY. TENDER NO.: ONT/KDC/001/24-25.</p> <p>This item <u>MUST</u> be added to the tenderer's price as item 1.22 in Bill 2 Price Schedule 1 as highlighted below:</p>	
--	--	--

BILL NO. 2: WORK ITEMS- PROPOSED REPLACEMENT OF FOUR (4NO.) LIFTS AT FINANCE HOUSE NAIROBI COUNTY

BILL NO. 2: PRICE SCHEDULE 1.0 – 4 NO. LIFTS REPLACEMENT: ADDITIONAL ITEM ON SERVICING AND MAINTENANCE

Item	Description	Amount (Kshs)
	Supply, install, test and commission the following: -	
1.22	Price for full service maintenance of the 4 No existing Lifts during the contract period for whole period of installation of new lifts @ Kshs.per month per lift.	
	TOTAL CARRIED FORWARD TO NEXTPAGE	

Project Manager Representatives – Regional Works Office, State Department for Public Works/

Name: ENG JOEL NADERU Sign:  Date: 20/09/2024

Client Representatives – KDC

Name: Joseph Waku Sign:  Date: 20/09/24