MINUTES OF PRE-BID MEETING FOR SUPPLY, INSTALLATION, CONFIGURATION AND COMISSIONING OF DISASTER RECOVERY SYSTEMS FOR KENYA AIRPORTS AUTHORITY

TENDER No. KAA/OT/HQ/1505/2018/2019

DATE: -15th MAY, 2019 AT 11.00 AM

VENUE: - PRIMARY DATA CENTRE CONFERENCE ROOM

Present

1. Nelson Chege (Chairman) KAA
2. Sammy Kemboi(Secretary) KAA
3. Mary Njeri Innovative Technology
   Africa Ltd
4. John Maina Oaknet Limited
5. Samuel Mbegua Node Arica Limited
6. Angela Ulanjiru XRX Technologies
   Limited
7. Kevin Kuria Next Technologies

AGENDA

1. Opening remarks
2. Scope and objective of the project
3. Mandatory and Technical requirements
4. Bidder questions

Introduction

- The participants converged at Lady J Primary Data Centre Conference room at Head Office at 11.00 am. Introductions were done for both the members of KAA and the Bidders representatives and thereafter the scope of service as per the tender document discussed. Bidders also raised questions which were addressed as indicated in the minutes below. It was also clarified that in case of queries later, all questions should be addressed to the Procurement department through the contacts indicated in the tender document.
Minute 15/05/01 scope

- The Chairman explained the objective of the Authority, the scope of the project and the components therein.
- The attendees were taken through the requirements of the tender as outlined in the tender document.

Minute 15/05/02 Turnover requirement

1. It was noted that there was a conflict in the minimum average turnover requirements on Page 20, Preliminary criteria item 1.8 and 1.9 as well as Technical evaluation criteria on page 21.

Response

a) Clarification to be sent though an addendum

Minute 15/05/03 Bidder questions

1. Is the site visit certificate mandatory

Response

- Site visit for this tender is not a mandatory requirement and therefore no need to sign the certificate. However bidders were advised to sign in the attendance sheet and include email contacts for further correspondences.

Signature:

SAMMY KEMBOI  
Secretary

NELSON CHEGE  
Chairman