



MINUTES OF PRE- BID MEETING HELD ON 31th JULY, 2019 STARTING AT 10.00 AM AT KAA HQS 5th FLOOR CONFERENCE ROOM

PROVISION OF SECURITY AND GUARDING SERVICES TO KENYA AIRPORTS AUTHORITY AT:

- 1. JOMO KENYATTA INTERNATIONAL AIRPORT**
- 2. ISIOLO AIRPORT**
- 3. NANYUKI AIRPORT**
- 4. NYABIRO AIRSTRIP**
- 5. KABUNDE AIRSTRIP**

TENDER NO: KAA/OT/SEC/004/2019-2020

In attendance

1. JOHN MUCHUGU – Manager Airports Security Services(HQ)
2. PETER MIANO- Senior Security officer Investigations
3. EMMANUEL LOTABO-Procurement Officer(HQ)

NO	NAME	ORGANIZATION	EMAIL
1	Caroline Konga	Mocam Security Services Ltd	info@mocamsecurity.com
2	Matinde Marwa	Mocam Security Services Ltd	info@mocamsecurity.com
3	Stephen K Muvea	Brinks Security Services Ltd	info@brinkssecurity.co.ke
4	Vincent O Olotu	Anchor Security Services	Anchor.secrities@yahoo.com
5	Caroline Akoo	Flashcom Security Ltd	info@flashcomsecurity.com
6	Beatrice Wairi	Intersec Services	info@intersecurityservices.co.ke
7	Eng Alfred Onsonga	Catch Security Links	alfredosongo@gmail.com
8	David Kirui	Catch Security Links Ltd	David18@gmail.com
9	Raphael Mbugua	Hatari Security Guards	info@hatarisecurityguard.co.ke
10	Zacharia Muthoka	Darjal Company Limited	darjalenterprises@gmail.com
11	Samuel Munguti	Gyto Success Com Ltd	Info@gytosecurity.co.ke
12	James Cherutich	Total Security	headoffice@totalsecuritykenya
13	Jack Onyango	Mocam Security	bushonyango@gmail.com
14	Rahab Mbuchucha	Hatari Security	info@hatarisecurity.co.ke
15	Patrick Mururu	Winguards Services Ltd	Patrick.mururu@winguards.co.ke
16	Daniel Omutanyi	Kleen Homes Security Services Ltd	info@khss.co.ke
17	Billy Olang	Far Sight Security	billyolang@farsightsecurityltd.com
18	Samuel Mwangi	Sperian Security Ltd	thiosamooy@gmail.com
19	Samson Onyango	Vickers Security Services Ltd	Operations@vickersecurity.com
20	Shedrack M. Mutiso	Sperian Security Ltd	Operation manager
21	Ambrose Tindi	Robinson Investment Ltd	ambrose@robinsonsecurity.co.ke
22	Ondimu Benford	Papaton Security	benfordondimu@gmail.com
23	Ronald Brian	Riley Falcon Security Services Ltd	ronald@rileyservices.co.ke
24	John Ogutu	Securex Agencies (K) Ltd	John.ogutu@securex.co.ke
25	Samuel Okumu	Babs Security Groups	info@basecurity.com
26	Emmanuel Tarui	Securex Agencies	Emmanue.tarui@securex.co.ke

2.0 Agenda:

2.01

- Opening remarks
- Navigation through tender requirements
- Scope of works and schedule of Requirements.
- Mandatory, Technical and Financial requirements
- AOB

3.0 Minute 1: Introductions

The Chair called the meeting to order at 10.00am starting with introduction from both the KAA representatives and the tenderers.

4.0 Minute 2: Scope

The bidders were taken through the scope of service involved in the **PROVISION OF SECURITY AND GUARDING SERVICES TO KENYA AIRPORTS AUTHORITY AT:**

1. JOMO KENYATTA INTERNATIONAL AIRPORT
2. ISIOLO AIRPORT

- 3. NANYUKI AIRPORT
- 4. NYABIRO AIRSTRIP
- 5. KABUNDE AIRSTRIP

It was specifically highlighted with emphasis that bidders must absolutely comply on the requirements and the criteria as outlined in the bidding document in respect to evaluation criteria. Bidders were advised to read through the tender documents carefully and take into consideration the detailed scope of the services as they bid with the understanding that the contract will run within the time frame as specified in the bidding document.

5.0 Minute 3 Q& Answers:

Bidders were given an opportunity to ask questions on any clarification in respect to the proposed services, **PROVISION OF SECURITY AND GUARDING SERVICES TO KENYA AIRPORTS AUTHORITY.**

Question: a Bidder asked if they could add more forms in the price schedule to capture the other two years

Answer: Bidders were informed that they could add the price schedule for the other two years but also transfer the amount to the form of tender

Question: A bidder asked if the pre-bid meeting was a mandatory requirement

Answer: Bidders were informed that the pre-bid meeting was not a mandatory requirement

Question: Bidders asked if Patrol car is needed in JKIA.

Answer: Bidders were informed that the patrol vehicle would be used in JKIA

Question: Bidders asked if parking fee of the patrol vehicle could be captured in the tender document

Answer: KAA will facilitate ease of movement of the patrol vehicle and parking at the airport

Question: Bidders sort a clarification on the attached Tender Security form in the tender document

Answer: a clarification on this is issued as an addendum to all tenderers.

6.0 Minute 5: AOB

There being no other business, the meeting ended at 10.30 am.

John Muchugu *Signature*  **Date** *11/8/19* Chairing

Emmanuel Lotabo.. *Signature*  **Date** *11/8/19* Taking minutes

