



Kenya Airports Authority

**MINUTES OF PRE-BID/SITE VISIT MEETING
FOR
PROPOSED NANYUKI CIVIL AIRSTRIP REHABILITATION WORKS
TENDER NO. KAA/OT/NANYUKI/0013/2019-2020**

DATE: 15TH OCTOBER 2019

TIME: 1000HRS

VENUE: NANYUKI AIRSTRIP

AGENDA

1. Pre-Bid/Site Visit meeting as per the tender document

KAA Members present

- | | |
|---------------------|-------------|
| 1. Eng. Moses Osure | Chairperson |
| 2. Edmond Wekesa | Member |
| 3. Florence Njoroge | Secretary |

Bidders Present

As per the signed register

MIN 1: KAA/OT/NANYUKI/0013/2019-2020 - OPENING REMARKS

The Chairperson welcomed the representatives of the bidding firms to Nanyuki Airstrip and called the meeting to order at 1000hrs.

MIN 2: KAA/OT/NANYUKI/0013/2019-2020 - INTRODUCTION

In his opening remarks the Chair requested that everyone present introduces him/herself. He highlighted the importance of the pre-bid/site visit meeting which was to clarify issues and to answer any question arising from the tender document for **PROPOSED NANYUKI CIVIL AIRSTRIP REHABILITATION WORKS, TENDER NO. KAA/OT/NANYUKI/0013/2019-2020**

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He further expressed appreciation on behalf of KAA for attending pre-bid/ site visit meeting. He informed the bidders the importance of filling the attendance register with their contact email addresses for ease of communication.

MIN3: KAA/OT/NANYUKI/0013/2019-2020 - OVERVIEW OF TENDER DOCUMENT

The Secretary informed the Bidders that there is a new revised tender document which was issued with Addendum No. 4. She took the bidders through the Preliminary/Mandatory requirements while the Chairperson took them through the Technical requirements of the tender document to enable them have a general overview of tender document. Bidders were informed to familiarise themselves with the tender; preliminary/mandatory, technical & financial requirements and failure to meet any of the stated requirements will lead to disqualification during bid evaluation.

MIN 4: KAA/OT/NANYUKI/0013/2019-2020 - BIDDERS QUESTION & ANSWER

Bidders present were given an opportunity to ask questions. The following are questions/issues which the bidders asked for clarification in the tender document:-

1. Clarify whether new bidders who did not attend the first site visit (9th August 2019) will be allowed to enter the bidding process by virtue of attending the second site visit
2. Clarify whether the Bidders who attended the first site visit but are unable to attend the second site visit will remain eligible.
3. Foreign contractors will be unable to provide proof of registration with NCA as it has been previously since currently NCA is issuing certificates of Registration to foreign contractors on a project by project basis. Is the tender open to foreign contractors?
4. In which form should the tender security be?
5. We request for an extension for the closing/opening of tender.

The Chairperson informed the bidders that the above issues will be addressed in an Addendum. The bidders were then taken through a site visit of the Nanyuki Airstrip to view the Runway to enable them view the scope of works of the project and were advised that should they find issues in the tender document that need further clarification they should do their request through email: tenders@kaa.go.ke

A.O.B

There being no any other business/question or clarification the meeting was adjourned at 1:00pm.

Chairperson Eng. Moses Osure

Secretary Florence Njoroge



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