



PROJECT

DESIGN, SUPPLY AND CONSTRUCTION OF KENYA LEATHER PARK (MACHAKOS) COMMON EFFLUENT TREATMENT PLANT AND ASSOCIATED INFRASTRUCTURE AT KINANIE EPZ SITE, MACHAKOS COUNTY

TENDER NO: KLP/KLDC-EPZA/01/2016-2017

MINUTES FOR THE ADDENDUM NO. 1: NOTIFICATION OF EXTENSION OF CLOSING DATE, SECOND MANDATORY PRE-TENDER SITE VISIT AND ISSUANCE OF ADDENDUM/ADDENDA.

DATE: 29TH NOVEMBER, 2016

TIME: 10:25HRS EAT

VENUE: CONFERENCE HALL, EPZA, ATHI RIVER

ITEM	MINUTES	ACTION																								
MIN PT2/01/11	<p>ATTENDANCE</p> <table border="1"> <thead> <tr> <th>No.</th> <th>NAME OF PARTICIPANT</th> <th>ORGANISATION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Mr. Matthew Were</td> <td>EPZA</td> </tr> <tr> <td>2</td> <td>Mr. James Kimani</td> <td>EPZA</td> </tr> <tr> <td>3</td> <td>Mr. G. J. Onyango</td> <td>KLDC</td> </tr> <tr> <td>4</td> <td>Mr. Charles Ndung'u</td> <td>KLDC</td> </tr> <tr> <td>5</td> <td>Eng. Caleb Opati</td> <td>JV STC/ISEP</td> </tr> <tr> <td>6</td> <td>Mr. Owen Michael</td> <td>JV STC/ISEP</td> </tr> <tr> <td>7</td> <td>Mr. Martin Aluga</td> <td>JV STC/ISEP</td> </tr> </tbody> </table> <p>The signed list of the bidders who attended the second pre-bid conference and site visit is provided as appendix 1 to this minutes.</p>	No.	NAME OF PARTICIPANT	ORGANISATION	1	Mr. Matthew Were	EPZA	2	Mr. James Kimani	EPZA	3	Mr. G. J. Onyango	KLDC	4	Mr. Charles Ndung'u	KLDC	5	Eng. Caleb Opati	JV STC/ISEP	6	Mr. Owen Michael	JV STC/ISEP	7	Mr. Martin Aluga	JV STC/ISEP	
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MIN PT2/02/11	<p>AGENDA</p> <p>The purpose of the second pre-bid meeting and site visit was part of the bidding process for addendum No. 1 issued by Client and correspondingly clarify any concerns bidders had from first pre-tender meeting with the solicitation documents, scope of work and other details of the proposed project as well as acquaint themselves with the prevailing site conditions. The following formed the agenda which was presented and agreed on by the parties:</p> <ol style="list-style-type: none"> 1. Introduction and registration; 2. Brief presentation (scope of work and other details of the project); 3. Question and Answer session; 																									

<p>MIN PT2/03/11</p>	<p>4. Site visit to Kinanie, Machakos County.</p> <p><u>INTRODUCTION AND REGISTRATION</u></p> <p>The E.T.S. Superintendent thanked and welcomed all the members for attending the pre-bid meeting and site visit. Members present, then made self-introduction starting with members from the client (EPZA & KLDC) and the consortium team introduced by the representative Eng. Caleb W. Opati.</p>	
<p>MIN PT2/04/11</p>	<p><u>SCOPE OF WORK AND OTHER DETAILS OF THE PROJECT</u></p> <p>Eng. Caleb Opati the consortium representative gave a brief presentation on solicitation of bidding documents, scope of works, and other details of the project.</p> <p>The Consultant emphasized the following key points in the BIDDING DOCUMENTS:</p> <ul style="list-style-type: none"> • Bidders to pay special attention on Section 5 of the Technical Specifications He reiterated too of the need to acquire the EMCA Act, 2006 for the requirements of the wastewater treatment process (5th and 3rd schedule). • The need for the Bidders/Consortiums to link up with a Technology provider firm for the Sequential Batch Reactor (SBR). • Adherence to proposing the technical staff as required in the tender with the required stated qualifications. • The Lead Member of the consortium to be registered in Kenya under NCA 1 	
<p>MIN PT2/05/11</p>	<p><u>QUESTION AND ANSWER SESSION</u></p> <p>The concerns that the participants raised are listed below:</p> <ol style="list-style-type: none"> a. Request for extension of the tender submission date. <i>Participants were encouraged to do any request in writing. On this request the participant will have to justify for the request of extension of time.</i> b. Request for provision of CAD drawings in softcopy. <i>They will be provided though they possess client copyright.</i> c. Are there sources of power and water at site? <i>There are three or so boreholes and power is available though not enough Though in the bid document there is a provision for water and the client is organizing power supply to the proposed site.</i> d. Request for provision of estimations in form of provisional sums to supplement the lump sum Bills of Quantities. <i>They will be provided though to be used ONLY as guide. The lump sum BOQs in the volume 1 of the bid document will be used for evaluation.</i> e. Are there any plans to improve the condition of the access road to the project site? f. <i>There are short term plans for spot improvements on the access road.</i> <p>The participants were advised to forward questions and concerns to the Client in written form, seven (7) days before the tender submission date. Responses will be uploaded on the company website for the benefit of all participants.</p>	
<p>MIN PT2/06/11</p>	<p><u>SITE VISIT TO KINANIE, MACHAKOS COUNTY.</u></p> <p>The participants visited the project site in Kinanie for a tour of the location and further clarification.</p> <p>The participants were shown the following areas:</p> <p>The routes of the sewer reticulation for the Leather Industrial Park which have been cleared by the Employer.</p>	



- The location of the SCETP 10MLD plant
- The Location of the PCETP 2.5MLD plant about 1km away
- The position at which the box culvert into the existing wastewater plant will be extended to the 10MLD SCETP
- The soil conditions at the sites

They were given permission and encouraged to visit the site at any later date with prior notification to the Client.

Thereafter, participants left at their convenience at 13:43HRS EAT.
Recorded in EPZA - Athi River, **29th November, 2016.**

Eng. Caleb W. **OPATI**