



REPUBLIC OF KENYA
THE NATIONAL TREASURY AND PLANNING

MINUTES OF THE VIRTUAL PRE BID CONFERENCE MEETING FOR THE TENDER FOR DESIGN, DEVELOPMENT, SUPPLY, CONFIGURATION, INSTALLATION, IMPLEMENTATION, COMMISSIONING AND MAINTENANCE OF AN ONLINE PENSION MANAGEMENT INFORMATION SYSTEM FOR THE NATIONAL TREASURY HELD ON 2nd FEBRUARY, 2022 AT 1600 HOURS KENYAN TIME.

TENDER NO. TNT/IOT/011/2021-2022

Members Present;

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Min. 1/02/02/2022: Chairperson's Remarks

The Chairperson opened the meeting at 1630 hours Kenya Time. A word of prayer was done by Angela Adhiambo, from M/s Attain Enterprise Solutions Limited.

In his opening remarks, the chairperson informed the members the purpose of the meeting and the importance of the tender for Design, Development, Supply, Configuration, Installation, Implementation, Commissioning and Maintenance of an Online Pension Management Information System for The National Treasury.

Min. 2/02/02/2022: Outline of the Tender Document

The Head, Supply Chain Management Services gave briefs on the outline of what is entailed the tender document as follows:

1. Section I - Instructions to Tenderers
2. Section II - Tender Data Sheet
3. Section III - Evaluation and Qualification Criteria
4. Section IV - Tendering Forms
5. Section V - Schedule of Requirements
6. Section VI - General Conditions of Contract
7. Section VII - Special Conditions of Contract
8. Section VIII - Contract Forms

The tenderers were requested to read through the tender document and ensure that they understand the requirements of the tender. They should check all the mandatory requirements and respond accordingly.

Min. 3/02/02/2022: Clarifications by the Tenderers

The Tenderers were informed that the purpose of this meeting was to receive questions from them. The National Treasury shall provide the answers to the questions and later confirm the same by issuing an addendum.

The Tenderers requested for various clarifications which were responded to and a comprehensive response on the same is included in the addendum No. 1 dated 4th February, 2022

The tenderers were also requested to submit their inquiries to email procurement@treasury.go.ke for official responses.

Min. 3/02/02/2022: Any Other Business

There being no any other business the meeting ended at 1800 Hours Kenyan Time

Signed: 
Chairperson

Signed: 
Secretary

Date: 2ND FEB 2022