



REPUBLIC OF KENYA  
THE NATIONAL TREASURY AND PLANNING

MINUTES OF THE VIRTUAL PRE BID CONFERENCE MEETING FOR TENDER FOR TENDER FOR DESIGN, DEVELOPMENT, SUPPLY, CONFIGURATION, INSTALLATION, IMPLEMENTATION, COMMISSIONING AND MAINTENANCE OF AN ONLINE PENSION MANAGEMENT INFORMATION SYSTEM FOR THE NATIONAL TREASURY HELD ON 10<sup>th</sup> MAY, 2022 AT 1600 HOURS, KENYAN TIME  
TENDER NO. TNT/033/2021-2022

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**Members Present:**

1.	Michael Kagika	alfredkagika@gmail.com	The National Treasury – Chairperson
2.	Kituyi W.A	wakituyi@yahoo.com	The National Treasury
3.	Edwin Onchari	eddonchari@gmail.com	Pegasus Biotech Ltd
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8.	Vikas Mandode	v.mandode@groupmfi.com	Mfi
9.	Faith	info@spa-limited.com	Smart People Africa
10.	Lance Oganga	oganga.lance@gmail.com	
11.	Jackline Ayesiza	j.ayesiza@groupmfi.com	Mfi Document Solutions Ltd
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16.	Caroline	caroline.ntinyari@sybyl.com	Sybyl Kenya Ltd
17.	Shiv Kant	shiv@acsg.co.in	Amossys Consulting Services
18.	Mary Kerema	mkerema@ict.go.ke	ICT Authority
19.	Eng. Titus Ndundu	tndundu@yahoo.com	Stanet Enterprises
20.	Don Muyera	muyera@gmail.com	The National Treasury
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41.	Vishal Dhori	vishal@tender247.com	I-Sourcing Technologies Pvt. Ltd.
42.	Paul Okinyo	paul@vortexsol.com	Vortex Solutions Limited
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45.	Zablon Ochomo	zochomo@icontrace.com	Icon Transactions And Tracing Technologies LTD
46.	Oloo Benard	benoloo2002@tgmail.com	The National Treasury
47.	Geoffrey Mwanthi	geoffrey@greencom.co.ke	Green Com Enterprise Solutions Ltd

#### **Min. 1/10/05/2022: Chairperson's Remarks**

The Chairperson opened the meeting at 1630 Hours Kenyan Time.

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. 2/10/05/2022: Outline of the Tender Document**

The Head, Supply Chain Management Services gave briefs on the outline of what is entailed the tender documents for each tender 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. 3/10/05/2022: 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 Addendum 1 Ref: TNT/033/2021-2022 (15) dated 16<sup>th</sup> May, 2022.

The tenderers were also requested to submit their inquiries to email [procurement@treasury.go.ke](mailto:procurement@treasury.go.ke) for official responses.

**Min. 4/10/05/2022: Any Other Business**

There being no any other business the meeting ended at 1830 Hours Kenyan Time.

Signed:   
for **Chairperson**

Signed:   
**Secretary**

Date: \_\_\_\_\_

