



REPUBLIC OF KENYA  
THE NATIONAL TREASURY AND PLANNING

MINUTES OF THE VIRTUAL PRE BID CONFERENCE MEETING FOR VARIOUS TENDERS HELD  
ON 10<sup>th</sup> MAY, 2022 AT 10.00 A.M.

Members Present;

S/No	Name	Email	Company
1.	Abraham Odeng	ogayeabraham@gmail.com	The National Treasury – Chairperson
2.	Kituyi W.A	wakituyi@yahoo.com	The National Treasury
3.	Anaya Senelwa	anayasenelwa@gmail.com	The Anayasenelwa Internationa Limited (TASIL)
4.	David Thanju	info@mwewe.co.ke	Mwewe Cleaning And Fumigation Services Ltd
5.	Benard Oloo	benoloo2002@tgmail.com	The National Treasury
6.	Susan Heidler	mlimaview@gmail.com	Mlima View Gardens
7.	Dr. Peter W. Makokha	drpetermakokha@gmail.com	Evaluation & Training Consultants
8.	Violet Atunga	violet.atunga@rentokil- initial.com	Rentokil Initial
9.	Robin ogoti	tobellimited@mail.com	
10.	Lesan Caterers Paain Gen	jlenkume@gmail.com	Lesan Caterers Ltd
11.	Supplies	paainpatricia@gmail.com	
12.	Bill Agan	finance@tintin.co.ke	Tin Tin Restaurant
13.	Martin Wasike	martinwasike@yahoo.com	Accelevate Leads Ltd
14.	Njoroge Kiriro	kiriro9@gmail.com	Arbbor Hotel Limited
15.	Edna Kihara William	ednak@leasingpartnersltd.co m	Leasing Partners Limited
16.	Wanyonyi	will@sevenskies.co.ke	Seven Skies Information & Research Ltd
17.	David Kuria	dkuria@ke.pkfea.com	Pkf Consulting (K) Limited
18.	Ken Korir	kenneth.korir79@gmail.com	The National Treasury
19.	Faith Kiarie	info@spa-limited.com	Smart People Africa Ltd
20.	Josephine Mwangi	josephine.mwangi@kempinski .com	Villa Rosa Kempinski
21.	George Peter	yummyliciousfoods20@gmail. com	Yummylicious Ltd
22.	Ebenezer Odeyo	ebenezeranyagweth@gmail.co m	Seven Skies Information & Research Ltd

23.	Fiona Opati	fiona.opati@kempinski.com	Villa Rosa Kempinski
24.	Cecil Otira	cecil.otira@serenahotels.com	Serena Hotels
25.	Vivian Smart People Africa	vivian@spa-limited.com	
26.	Jeremiah Wamugi	jmwamugi@yahoo.com	The National Treasury
27.	Smart People Africa	businessdevelopment@spa-limited.com	
28.	Mohamed Ali	info@kamtixgroup.com	Kamtix Cleaners Company Limited
29.	Allan Kipsoben	kipevurestaurant@gmail.com	Kipevu Restaurant Ltd
30.	Samuel Chrge	chegeseeddie@gmail.com	Kaned
31.	Alex Munene	alex.munene@advancedmobility.co.ke	Advanced Mobility Centre Ltd
32.	Edna Kihara	ednak@leasingpartnersltd.com	Leasing Partners Limited
33.	Dennis Kavili	netasamenterprisesltd@gmail.com	Netasam Enterprises Limited
34.	3D Africa Communications	info@3dafricacommunications.com	3d Africa Communications
35.	Sila Mwendwa	christalventuresltd@gmail.com	Christal Ventures Ltd
36.	Allan Ogada	info@dorlianenterprises.com	Dorlian Enterprises Limited
37.	Catherine Ngugi	cngugi@safariparkhotel.co.ke	Safari Park Hotel
38.	Patrick Kisua	kisua45@gmail.com	National Treasury
39.	Alvin Lumumba	info@africanmemsap.co.ke	African Memsap Technology Limited
40.	Benson Kinyuru	cordialpharmcarelimited01@gmail.com	Cordial Pharmcare Limited
41.	Virginia Florence	amemsap@gmail.com	
42.	Njagi David	njagidm@yahoo.com	Kenya Police
43.	Jane Maina	kevwinyacenciesltd@gmail.com	Kevwiny Agencies Ltd
44.	Chris Kamau	dechripealimited@gmail.com	Dechrip Ea Ltd
45.	Don Muyera	muyera@gmail.com	National Treasury
46.	Juliette Gitonga	yardvalleymanor@gmail.com	Yard Holdings Limited

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

The Chairperson opened the meeting at 10.30 a.m. with a word of prayer.

In his opening remarks, the chairperson informed the members the purpose of the meeting and that the pre – bid meeting was for the following tenders;

S/No	Tender No.	Description
1.	TNT/034/2021-2022	Provision of Consultancy Services for Impact Study & Assessment of the Government Motor Vehicle Leasing Programme
2.	TNT/035/2021-2022	Tender for Operation and Management of the National Treasury

		Ministerial Staff Cafeteria at The Thirteenth (13 <sup>th</sup> ) Floor of Bima House, Nairobi and Provision of Outside Catering Services
3.	TNT/036/2021-2022	Supply and Delivery of Scratch Cards and Calling Cards
4.	TNT/037/2021-2022	Provision of Sanitary Services at Treasury Building and Bima House

**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;

**a. Tender Document for Non-Consultancy Services**

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

**b. Tender Document for Consultancy Services (Request for Proposal)**

1. Section 1 - Instructions to Consultants and Data Sheet
2. Section 2 - Data Sheet
3. Section 3 - Technical Proposal – Standard Forms
4. Section 4. Financial Proposal - Standard Forms
5. Section 5. Terms of Reference
6. Contract for Consultant's Services
7. Section 7: General Conditions of Contract
8. Section 8: Special Conditions of Contract
9. Section 9: Appendices
10. Section 10. Notification Form

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 the following addenda;

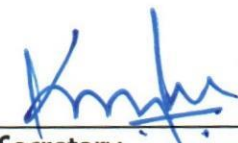
S/No	Tender No.	Description	Addendum
1.	TNT/034/2021-2022	Provision of Consultancy Services for Impact Study & Assessment of the Government Motor Vehicle Leasing Programme	Addendum 1 Ref: TNT/034/2021-2022 (11) dated 11 <sup>th</sup> May, 2022
2.	TNT/035/2021-2022	Tender for Operation and Management of the National Treasury Ministerial Staff Cafeteria at The Thirteenth (13 <sup>th</sup> ) Floor of Bima House, Nairobi and Provision of Outside Catering Services	Addendum 1 Ref: TNT/035/2021-2022 (10) dated 11 <sup>th</sup> May, 2022
3.	TNT/036/2021-2022	Supply and Delivery of Scratch Cards and Calling Cards	Addendum 1 Ref: TNT/036/2021-2022 (10) dated 11 <sup>th</sup> May, 2022
4.	TNT/037/2021-2022	Provision of Sanitary Services at Treasury Building and Bima House	Addendum 1 Ref: TNT/037/2021-2022 (7) dated 11 <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 11.45 a.m.

Signed:   
for Chairperson

Signed:   
Secretary

Date: 11/05/2022