

<b>Meeting:</b>	<b>PRE-TENDER SITE VISIT</b>	 <b>HOMA BAY COUNTY</b>								
<b>Date Held:</b>	February 19, 2026									
<b>Time:</b>	11.00 am - 12.10pm									
<b>Venue:</b>	RINGA MARKET IN KOJWACH WARD, RACHUONYO EAST SUB-COUNTY.									
<b>Attendees:</b>	<ol style="list-style-type: none"> <li>1. Calvine Coredo- Jua tek Studio ltd</li> <li>2. Tevin Odhiambo- Jua tek Studio ltd</li> <li>3. Wilberforce Mwaimbi- Jua tek Studio ltd</li> <li>4. Rock Mwenda- Kanja Solutions ltd</li> <li>5. Eng. Benard Nyobange- Chief Officer Homa Bay County Government</li> <li>6. Peter Odiango- Director of Procurement Homa Bay County Government</li> <li>7. Anne Okelo- Procurement Officer Homa Bay County Government</li> <li>8. Richard Burgerland- Coordinator</li> <li>9. Joab Odiwuor- Trader Ringa Market</li> <li>10. Gordon Amollo- Trader Ringa Market</li> <li>11. Dan Osewe- Chairman Ringa Market</li> <li>12. Mengo Dickens- Building Supervisor Homa Bay County Government</li> <li>13. Erick Obonyo- Sender Services Company ltd</li> </ol>									
<b>No.</b>	<b>Agenda</b>									
	<p><b>MIN 01/02/2026 - PRAYERS AND OPENING REMARKS</b></p> <ul style="list-style-type: none"> <li>• The Pre-bid meeting started at 11:00 a.m. with a word of prayer from Rock Mwenda</li> </ul> <p><b>MIN 02/02/2026 - WELCOMING REMARKS.</b></p> <ul style="list-style-type: none"> <li>• The Chief Officer made an opening remark and welcomed all prospective bidders and the community present.</li> <li>• He further elaborated on the project and explained why it was a priority.</li> <li>• Further the bidders were informed that the pre-bid conference was important because it is the forum where tender requirements are clarified.</li> </ul> <p><b>Min 03/02/2026 - PROCUREMENT PRESENTATION</b></p> <p>The prospective bidders were taken through the procurement process as follows;</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Bid Submission</li> <li>• Bid Evaluation</li> <li>• Tender Notification</li> <li>• Performance Security Submission and Contract Delivery</li> </ul> <p><b>Tenders advertised</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">No.</th> <th style="width: 35%;">Tender Reference No:</th> <th style="width: 40%;">Tender Description</th> <th style="width: 15%;">Tender Closing Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">5132/1800/0003/2025-26</td> <td style="text-align: center;">PROPOSED IMPROVEMENT OF</td> <td style="text-align: center;">24 February, 2026 at 10:00am</td> </tr> </tbody> </table>		No.	Tender Reference No:	Tender Description	Tender Closing Date	1	5132/1800/0003/2025-26	PROPOSED IMPROVEMENT OF	24 February, 2026 at 10:00am
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		RINGA MARKET SHED IN KOJWACH WARD, RACHUONYO EAST SUB-COUNTY.	
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- The tender document has been published on **egpkenya.go.ke**

**BID SUBMISSION**

- Bids shall be submitted electronically on **egpkenya.go.ke**;
- Bid Security of the amount specified in the document.

**BID EVALUATION**

Bid evaluation will be undertaken in the following stages;

- Preliminary Examination;
- Technical evaluation;
- Financial Evaluation;

**PRELIMINARY/ MANDATORY EXAMINATION (APPLICABLE TO ALL TENDERS)**

The following are the mandatory requirements:

1. Self-Declaration Form- SD1 and SD2.
2. Copy of Certificate of Incorporation/Registration
3. Copy of a Valid Tax Compliance Certificate
4. Copy of Relevant Valid National Construction Authority Registration Certificate (Nca Category 8 or above, Building Works)
5. Must Submit a Copy of Relevant Current National Construction Authority Practicing License (Nca Category 8 or above)
6. A Copy of Cr12 for Limited Company and for Sole Proprietor & Partnership Companies to Provide Copies of Directors I.D)
7. A Copy of Valid Single Business Permit
8. Provide Ksh. 200,000.00 Tender Security from a Financial Institution Regulated by Central Bank of Kenya (CBK)/ Insurance Regulatory Authority (IRA)
9. Dully Filled Form of Tender as per PPRA format with Company's Letter Head

**TECHNICAL EVALUATION**

**1. AUDITED FINANCIAL REPORTS (15 MARKS)**

Provide Audited financial report last Two [2] years (2023 & 2024)

**2. EVIDENCE OF FINANCIAL RESOURCES (20 Marks)**

Cash in hand, lines of credit, over draft facility etc.

**3. GENERAL EXPERIENCE (10 MARKS)**

General Construction Experience

**4. Specific Construction Experience (a max of 3No. Projects)-10 MARKS**

**5. CONTRACTOR'S EQUIPMENT (20 MARKS)**

Attach Schedules of contractor's equipment

**6. KEY PERSONNEL (15 MARKS)**

Key Personnel

NB: Attach Curriculum Vitae and certificates

**7. WORKS PROGRAM AND METHODOLOGY (10 MARKS)**

Attach detailed works program outlining the methodology of Implementing the project to completion including the defects liability period.

**FINANCIAL EVALUATION/QUALIFICATION.**

- Price evaluation will be considered for those tenderers who have attained minimum score of 50 % in the technical evaluation.
- The financial qualification will be the **lowest evaluated bidder**.

	After the detailed explanation on procurement process, the prospective bidders were taken around the market to familiarize themselves with the market and the scope of works to be explained to them in detail.		
	<p><b>Question 1:</b> Drainage System and the Pit Latrines – can the County Government Provide a Design Drawing for the Drainage works and the Pit Latrines?</p> <p><b>Answer:</b> The design drawing for the Drainage works and the Pit Latrines to be provided the following day through the email addresses of the prospective contractors who requested.</p> <p><b>Question 2:</b> Slabs- There was a concern about the tiles on slabs whether they will be repaired or to be removed and done afresh?</p> <p><b>Answer:</b> the tiles on the slabs were to be done afresh</p>		
	<p>ADJOURNMENT</p> <p>There being no other business, the meeting was adjourned at 12.10pm.</p>		
	Signed and approved for circulation		
	Chairperson: _____ Date: _____		
	Secretary: _____ Date: _____		