

REPUBLIC OF KENYA



PARLIAMENTARY SERVICE COMMISSION

MINUTES FOR THE PRE-BID COMMITTEE: PROVISION OF GARBAGE COLLECTION SERVICES PJS/030/2021-2022 HELD AT PROTECTION HOUSE GROUND FLOOR ATM LOBBY, ON 6TH JUNE, 2022 AT 3.10 pm.

**MEMBERS PRESENT**

- |   |             |
|---|-------------|
| 1. Eng. John Nguru, Principal. Engineer | Chairman    |
| 2. Ms. Leah Kamweru, Public health      | Member      |
| 3. Mr. Naman Agengo, Security Officer   | Member      |
| 4. Mr. Dan Kiprop, Procurement Officer  | Secretary   |
| 5. Ms. Mercy Kinanu, Stores             | Secretariat |

**ABSENT WITH APOLOGY**

- |                                 |        |
|---------------------------------|--------|
| 1. Gerald Odero, Human Resource | Member |
|---------------------------------|--------|

**AGENDA**

1. Preliminaries
2. Pre-bid enquiries
3. AOB

**FIRMS REPRESENTED**

No.	NAME	FIRM	EMAIL ADDRESS	CONTACTS
1.	Ms. Caroline Otieno	M/s Colnet Ltd	info@colnet.co.ke	0782555539/C 782555518
3.	Mr. Patrick Karingu	M/s Village Masters Ltd	vmastars@gmail.com	0725861237/C 734441762
4	Ms. Michelle Ndisia	M/s lidav Enterprises Ltd	lidaventerprisesg@gmail.com	0718112209/C 750790964
5	Mr. Stephen Musunza	M/s Termipest Ltd	lidaxenterprisesg@gmail.com	0718112209/0' 50790964
6	Ms. Judy Nyaryom	M/s Tamia Ltd	info@tamia.co.ke	0721520734/C

*[Signature]*  
8/6/22

*[Signature]*  
8/6/22

*[Signature]*  
08/06/2022

*[Signature]*  
8/6/2022

				729993861
7	Mr. Jonathan Avasha	M/s Mason Services	info@masonservices.co.ke	0721544003
8	Mr. David Mutisia	M/s Binaline Enterprises	info@benaline.net	0721785479/ 0712997273
9	Mr. Agaga Enzeli	M/s Liga Holding Ltd	ligaholdings@gmail.com	0722982048
10	Mr. Abubakar Hassan	M/s Kamtix Cleaner	imfo@kamtixgroup.com	0711169276
11	Mr. Maina Antony	M/s Envirocare gem agencies Ltd	envirocarecleaningservices@gmail.com	0716870967
12	Mr. Erick Okongo	M/s Pest Paragon Ltd	info@pestparagon.com	0722257457
13	Mr. Festus Mbindyo	M/s Dechrip EA Ltd	dechripealltd@gmail.com	0725290796
14	M/s. Ouyah Jacqueline	M/s Bicevenea Ltd	bicevehealtd@gmail.com	0729227077
15	Mr. William Cheruiyot	M/s Medisan waste management & General Sanitation Services Ltd	Williamcheruiyot04@gmail.com	0722932998
16	Mr. Lawrence Kimutai	M/s Green Experience Ltd	mangunda@gmail.com	0720887363
	Mr Stephen Wanyoike	M/s Zoa Taka Ltd	info@zoataka.co	0725048420/ 0203579369
	Mr. Athur Caleb	Masters Management Enterprises	Masters.managementprise@gmail.com	0728665512
	M/s. Jesinta Njeri	M/s Auther Cleaning	auther@gmail.com	0722961797/ 0722450521

**MIN. NO. PJS/PRE-BID/01/2021-2022: PRELIMINARIES**

The Chairperson called the meeting to order at 3:10pm and welcomed the prospective bidders and Committee members present. The meeting started with a word of prayer from the Secretary. The Chairperson informed the members that due to the prevailing Covid-19 pandemic, all members were to abide by Covid-19 protocols.

**MIN. NO. PJS/PRE-BID/02/2021-2022: BACKGROUND INFORMATION**

The bidders' representatives were informed on the necessity of the Pre- Bid meeting as indicated in the bid document. The main purpose of the pre-bid was to address on the clarifications that would arise in relation to the tender.

[Signature] 8/4/22
   
 [Signature] 8/6/22
   
 [Signature] 08/06/2022
   
 [Signature] 8/6/2022



The Chairperson gave a briefing on the advertised tender that was scheduled for the pre-bid as follows:

**4. PROVISION OF GARBAGE COLLECTION SERVICES FOR THE PARLIAMENTARY SERVICE COMMISSION- PJS/030/2021-2022**

The bidders present were then invited to seek clarifications on the tender document of the advertised tender.

**MIN. NO. PJS/PRE-BID/03/2021-2022: CLARIFICATIONS ON ISSUES RAISED BY PROSPECTIVE BIDDERS**

<b>PROSPECTIVE BIDDER</b>	<b>QUESTIONS</b>	<b>RESPONSES</b>
<b>PB1</b>	Clarification on site visit on the Garbage Collection Pick Points	The Prospective bidders were informed to seek appointment from the Procurement department for proper facilitation through the official Email address provided in the tender document if they need to visit the garbage collection pick points before the tender closing date.
<b>PB2</b>	Clarification on garbage weight and the frequency of collection.	The prospective bidders were informed that they would be communicated on the weight and frequency of collection. However, the weight varies when there is full house sittings and state functions.

The prospective bidders were as to follow the Instruction given in the tender document and ensure that the document is properly Tape Bound, all pages chronologically serialized, signed where necessary and addressed to the Director General, Parliamentary Joint Service, Parliamentary Service Commission.

All the clarifications sought and the pre-bid minutes were to be posted on the Commission's Website for all the prospective bidders. The prospective bidders were advised to seek any further clarifications through the official email provided in the tender document [dg@parliament.go.ke](mailto:dg@parliament.go.ke) before the tender closing date

**MIN. NO.PJS/PRE- BID/ 04/2021- SIGNING OF THE ATTENDANCE REGISTER**

All the prospective bidders were requested to sign the attendance register circulated as evidence of having attended the Pre- Bid meeting.

**MIN. NO. PJS/PRE-BID/05/2021-2022: AOB**

The Chairperson appreciated everyone present for attending the meeting and there being no other business, the meeting was adjourned at 4:10 pm and bidders left at their own pleasure.

<b>Name</b>	<b>Signature</b>	<b>Date</b>
1. Eng. John Nguru, Principal. Engineer	 .....	8/6/22 .....
2. Ms. Leah Kamweru, Public health	 .....	08/06/2022 .....
3. Mr. Naman Agengo, Security Officer	 .....	8/6/2022 .....
4. Mr. Dan Kiprop 5. Procurement	 .....	8/6/22 .....
6. Ms. Mercy Kinanu Stores Officer	 .....	8/06/2022 .....