

REPUBLIC OF KENYA



PARLIAMENTARY SERVICE COMMISSION

MINUTES FOR THE PRE-BID COMMITTEE: PROVISION OF SANITARY BINS AND DISPOSAL SERVICES PJS/031/2021-2022 HELD AT PROTECTION HOUSE GROUND FLOOR ATM LOBBY, ON 6TH JUNE, 2022 AT 2.10 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 Officer
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
2.	Ms. Cherotich Mogaka	M/s Superbroom Services	superbroom@yahoo.com	0728448904
3.	Mr. Patrick Karingu	M/s Village Masters Ltd	vmastars@gmail.com	0725861237/C 734441762

[Signature]
8/6/22

[Signature]
8/6/22


[Signature]
8/6/2022


[Signature]
8/6/2022

4	Ms. Michelle Ndisia	M/s lidav Enterprises Ltd	lidaventerprisesg@gmail.com	0718112209/0750790964
5	Mr. Stephen Musunza	M/s Termipest Ltd	lidaxenterprisesg@gmail.com	0718112209/0750790964
6	Ms. Judy Nyaryom	M/s Tamia Ltd	info@tamia.co.ke	0721520734/0729993861
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	dechrpealltd@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
17	Mr. Charles Mwangi	M/s Outland Express Services	outlandexpressservices@yahoo.com	0724698629
18	Mr. Charles Ngatia	M/s Pestmatic LTd	info@pestmaticltd@gmail.com	0737451415
19	Ms. Mary Muani	Twin Lip Ltd	twinlip2013@gmail.com	0728000076
20	Mr. James Omondi	M/s initials	Sales.ke@renlokils.com	0721112113

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

The Chairperson called the meeting to order at 2:10pm 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.


8/6/22


8/6/22


08/06/2022


8/6/2022

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

3. PROVISION OF SANITARY BINS AND DISPOSALSERVICES FOR THE PARLIAMENTARY SERVICE COMMISSION- PJS/031/2021-2022

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


PROSPECTIVE BIDDER	QUESTIONS	RESPONSES
PB1	Clarification on site visit and placement areas for sanitary bins.	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 areas where sanitary bins will be placed before the tender closing date.

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.

Further, the prospective bidders were informed that they should have NEMA waste disposal license or a valid legal agreement with medical collecting entities.

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 before the tender closing date


8/6/22


8/6/22


8/6/2022

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 3:10 pm and bidders left at their own pleasure.

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