

REPUBLIC OF KENYA



PARLIAMENTARY SERVICE COMMISSION

MINUTES OF THE PRE-BID MEETING FOR TENDER NO: TENDER NO: PJS/014/2024-2025
PROVISION OF GARBAGE COLLECTION SERVICES FOR THE PARLIAMENTARY SERVICE
COMMISSION, HELD ON 18TH NOVEMBER, 2024 AT GROUND FLOOR, NEXT TO ATM LOBBY,
PROTECTION HOUSE, PARLIAMENT ROAD AT 11.00 A.M.

MEMBERS PRESENT

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|---|-------------|
| 1. Mr. Gerald Odero, Senior HRM, Officer | Chairperson |
| 2. Mr. Dominic Malonza, Construction Mgt. Officer | Member |
| 3. Mr. George Igweta, Senior HRM Officer | Member |
| 4. Mr. Naman Agengo, Security Officer | Member |
| 5. Ms. Truphena Cherotich, Procurement Officer | Secretary |
| 6. Ms. Gumato Bonaya, Procurement Officer | Secretariat |
| 7. Ms. Moses Lengees, Clerical Officer | Secretariat |
| 8. Mr. Dickson Orina, Telephone Operator | Secretariat |

IN ATTENDANCE

- | | |
|--------------------|---------------------------|
| Mr. Keith Kisinguh | Chief Procurement Officer |
| Mr. Benard Langat | Procurement Officer |
| Mr. Hillary Kigen | Store Officer |
| Ms. Ann Wairimu | Procurement Intern |
| Mr. Mohamed Jimale | Security Warden |

FIRMS' REPRESENTATIVES PRESENT.

S/NO.	FIRM'S REPRESENTATIVE	FIRM NAME	FIRM'S E-MAIL ADDRESS
1.	Emmanuel Simiyu	Inhouse Kenya Solutions Ltd	info@inhousekenya.com
2.	Leonard Sakwa	Garbage Hero ltd	info@garbagehero.co.ke
3.	Zacharia Agingu	Hotap Enterprises	zachariaa208@gmail.com
4.	Antony Gacheru	Unique Sunshine Env.	uniquesunshine77@yahoo.com
5.	Elizabeth Gitau	Village Mastars ltd	dechrpealtd@gmail.com
6.	Brian Lunani	Dechrip East Africa Ltd	dechrpealtd@gmail.com
7.	Erick Mwititi G.	Spin Africa Ltd	info@spinafricacleaning.com
8.	Jefther Mikoro	Envirocare Ltd	envirocare@gmail.com

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9.	Joseph Chege	Soset Shiners	soset@gmail.com
10.	Philip Masioge	Paramax cleaning Service	info@paramaxcleaning.co.ke
11.	Augustine Oyaro	Superbroom Services	superbroom@gmail.com
12.	Jeremiah Masese	Brooklyn Services	info@brooklyncleaningserviceke.com
13.	Rhoda Mwendu	Smart Home Design	smarthomedesigns@gmail.com
14.	Ronald Ochieng	Remarc Ltd	facilities@remacltd.com

AGENDA

1. Opening Remarks
2. Pre-bid
3. Site Visit
4. AOB

MIN. NO. PJS/TENDER-14/PRE-BID/01/2024 – OPENING REMARKS

The Chairperson called the meeting to order at 11:10am. He welcomed all the Committee members present and the representatives of the prospective bidders to the meeting.

MIN. NO. PJS/TENDER-14/PRE-BID/02/2024 – PRE-BID

The Chairperson invited the prospective bidders present to seek clarifications and make enquiries that they might have arising from *Tender Document Tender No: PJS/014/2024-2025 PROVISION OF GARBAGE COLLECTION SERVICES FOR THE PARLIAMENTARY SERVICE COMMISSION.*

The prospective bidders present declared that they understood the tender document and therefore did not seek any clarification.

The prospective bidders were advised to adhere to the instructions in the tender document. The prospective bidders wrote down their details on an attendance register circulated to them.




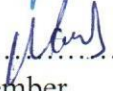

MIN. NO. PJS/TENDER-14/PRE-BID/03/2024 – SITE VISIT

The prospective bidders were then taken around the parliament buildings and shown the areas listed as garbage collection sites.

MIN. NO. PJS/TENDER-14/PRE-BID/04/2024 – AOB

There being no other business the meeting was adjourned at 12.30 p.m.

Confirmed and signed by:

	<u>Sign</u>	<u>Date</u>
1. Mr. Gerald Odera, Senior HRM, Officer	 Chairperson	19/11/24
2. Mr. Dominic Malonza, Construction Mgt. Officer	 Member	19/11/2024
3. Mr. George Igweta, Senior HRM Officer	 Member	19.11.24
4. Mr. Naman Agengo, Security Officer	 Member	19/11/2024
5. Ms. Truphena Cherotich, Procurement Officer	 Secretary	19/11/2024

12th

18th

19th

20th

21st

22nd

23rd

24th

25th

26th