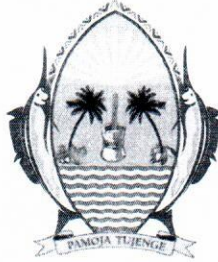


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Date: 7th October, 2024

MINUTES OF THE PRE-BID SITE VISIT MEETING

MINUTES OF THE PRE-SITE VISIT MEETING HELD ON 7TH OCTOBER 2024 AT THE COUNTY ASSEMBLY OF KILIFI FOR TENDER NEG. NO. 1661153-2024-2025 PROPOSED COMPLETION OF ICT CONNECTIVITY, CCTV, SECURITY ALARM INSTALLATION AND ACCESS CONTROL SYSTEM WORKS FOR THE COMPLETION OF THE ASSEMBLY OFFICE BLOCK FOR THE COUNTY ASSEMBLY OF KILIFI.

Companies represented at the meeting:

A total of three companies were represented in the meeting.

PRE-SITE 01/2024/2025- Opening Remarks

The meeting was opened with a word of prayer from one of the company representative present at 10:30am. The Chairperson thereafter thanked all the representatives and staff for attending the meeting. He further highlighted that everyone present must sign the attendance sheet. After these remarks, he opened for a round of introduction by all present.

PRE-SITE 01/2024/2025 – Agenda of the Meeting

The agenda of the meeting was to enable all potential bidders to see and appreciate the site and the extent of the development of the new Assembly office block for the County Assembly of Kilifi, this being an ongoing project.

This explanation for all members present, where after that the parties proceeded to the site for viewing,

PRE-SITE 03/2024/2025 –Matters arising.

One bidder requested to know that in the event that one of the bidder is successful, will he/she be requires to complete the works within the period based on the main contractor contract period or the time will be different-where he was told that the contract period is capped with the main contractor contract period.

PRE-SITE 04/2024/2025 – Issuance of pre-bid site visit certificate.

All potential bidders present were issued with a pre-bid site visit certificate.

There being no other business the meeting ended at 12:30pm.