



RURAL ELECTRIFICATION AND RENEWABLE ENERGY CORPORATION

MINUTES OF THE PRE-BID, MEETING HELD BETWEEN RURAL ELECTRIFICATION AND RENEWABLE ENERGY CORPORATION AND PROSPECTIVE BIDDERS ON 5.3.2025 AT COLLEGE OF INSURANCE STARTING 10.30 AM

AGENDA: Tender for the Design, Installation, Testing and Commissioning of the Solar PV Pumping Systems for Community Facilities in Garissa, Mandera, Wajir, Kilifi, Kwale, Isiolo, Samburu, West Pokot, Turkana, Tana River, Marsabit, Taita Taveta, Narok and Lamu Counties, Comprising of eleven (11) lots.

PRESENT

- Eng. Fred Ishugah, General Manager, Renewable Energy and Research Directorate (***Chairing***)
- The Corporation Representatives (***As per the Attendance Register***)
- Prospective Bidders (***As per the Attendance Register***)

CALL TO ORDER

The meeting was called to order at 10.45am and was opened with a word of prayer.

The Corporation Representatives, led by the General Manager, Renewable Energy, introduced themselves. The Prospective Bidders in attendance also introduced themselves and the companies they represented.

OPENING REMARKS BY THE CHAIRPERSON

The Chairperson welcomed all attendees and outlined the agenda. Emphasizing the purpose of the meeting, which was to address queries raised by bidders regarding the tender and ensure clarity in the procurement process.

The Chairperson provided a brief overview of the procurement scope and process. Prospective Bidders were encouraged to seek clarifications on any aspects of the tender documents in the meeting.

Attendees were reminded to sign the Attendance Register circulated at the start of the meeting, and ensure all required details are accurately provided before departing.

The Chairperson emphasized that discussions held in the meeting would be documented and form part of the tendering process and be published on the Corporation's website.

CLARIFICATIONS SOUGHT AND RESPONSES PROVIDED

The following clarifications were raised by prospective bidders and addressed by the Corporation:

No.		Clarification Sought	Response Provided
1.	Physical Submission of Bids:	We have formally been submitting our tender response through REREC portal. Why is this bid being submitted as a physical copy	<ul style="list-style-type: none"> For World Bank funded projects, the bid documents will be submitted physically to the address provided in the bid document.
2.	Submission Requirements:		<ul style="list-style-type: none"> All tender documents must be prepared in English. The Bidder shall submit one original and two (2) copies of the bid, in separate sealed envelopes, duly marking the envelopes as "ORIGINAL", "COPY 1", "COPY 2." and a Soft Copy (PDF) in a USB Stick clearly marked, which must be exact replicas of the original The USB must be virus-free and contain an exact page-to-page replica of the original document. Submitted documents, including tender security, which must be genuine. REREC reserves the

No.		Clarification Sought	Response Provided
			<p>right to verify authenticity with relevant authorities.</p> <ul style="list-style-type: none"> • All Schedule of Rates as provided in Volume I must be duly filled. • The tender documents are available on RREC website through: https://www.rerec.co.ke. Procurement tab tender documents , February tenders folder. Alternatively, Bidders may access the tender documents the World Bank website.
3.	Tender Document Access:	Where the document can be obtained	<ul style="list-style-type: none"> • The tender was published in 11th February 2025 and is available on the RREC website under the February folder.
4.	Tender Extension:	Due to extensive scope of the bid, please advise if need arises, you will give an extension to closing of tender	<ul style="list-style-type: none"> • The tender period is deemed sufficient, therefore, no extensions will be done.
5.	Letter of bid	When transferring to letter of bid, should it be separately written	<ul style="list-style-type: none"> • Each lot should be properly identified
6.	Letter of Bid & Bank Guarantee Format:		<ul style="list-style-type: none"> • Bidders must strictly adhere to the provided formats. • Any alterations on the form will result in disqualification.
7.	Bidding for Multiple Lots:	Kindly advise if we can bid on lot by lot basis	<ul style="list-style-type: none"> • Bidders may bid for multiple lots; however, a maximum of three (3) contracts will be awarded per bidder. Each lot will be evaluated independently.

No.		Clarification Sought	Response Provided
8.		If the tenderer is bidding for more than one lot, can they combine as one bid or each lot should be submitted as a separate bid	<ul style="list-style-type: none"> Lots can be prepared separately or combined into one bid document for submission.
9.	Bidding Currency:	Should bidders use purchaser's country currency or is there a requirement or percentage set for local currency	<ul style="list-style-type: none"> Locally sourced services/items (Schedules 2, 3, 4 and 5) should be quoted in Kenya Shillings (KES) as provided in the Bid Data Sheet. Imported items may be quoted in the currency of the country imported from. Tender allows bidders to quote to a maximum of 3 easily convertible currencies. Bidders are advised to review the payment schedule in the bid document
10.	Bid Validity Security:		<ul style="list-style-type: none"> The Bid shall be valid until: 2nd October, 2025
11.	Bid Security:		<ul style="list-style-type: none"> Bid security must be valid for a minimum of 184 days plus an additional 28 days from the bid closure date.
		If a bidder provides a security with extra days, will REREC treat this as a different bid	<ul style="list-style-type: none"> A longer validity period will not be penalized. In case of tender extension, Bidders must ensure their bid security aligns with the new deadline.
		Is bid security strictly from the bank	<ul style="list-style-type: none"> Bid security must be strictly in the form as specified in the tender document. (Section IV Bidding forms)

No.		Clarification Sought	Response Provided
12.	Eligibility of Foreign Bidders:	All members will be Kenyan company only or JV can be with foreign registered company	<ul style="list-style-type: none"> Although this is a National Competitive Bidding (NCB) process, foreign bidders may participate, provided they are registered and operating in Kenya. Criteria of JV Partners is provided in the bid document.
13.	Schedule of rates and bill of quantity	In volume 1 there is a schedule of rates form and the bill of quantity, Are bidders required to complete both	<ul style="list-style-type: none"> Yes
14.	Site visit	Have you arranged for specific days for prospective bidders to conduct site visit	<ul style="list-style-type: none"> Bidders to arrange for their own site visit. Bidders are strongly encouraged to visit sites at their own cost. This will ensure that they are fully appraised of the site location and conditions of the sites they are bidding for. Bidders must visit the site to verify the existing equipment. Details and coordinates are provided in Volume II of the bid document. Site requirements provided in Volume II and III and bidders should appraise themselves with the same accordingly
		What is the schedule for onsite inspection	<ul style="list-style-type: none"> This has been provided in vol. 2. On-Site Inspection Schedule provided in Volume II of the bid document.
15.	Existing borehole equipment	What will be done with the existing	<ul style="list-style-type: none"> Existing equipment shall be re-assessed during site hand over. Working

No.		Clarification Sought	Response Provided
		equipment, the tender is not clear	<p>and compatible equipment shall not be replaced. In case of replacements, the old equipment shall be handed over to the employer (REREC).</p> <ul style="list-style-type: none"> • Bidders are however encouraged to base works on the requirement of the tender document as per Volume II.
16.	Environmental and Social Safeguards:		<ul style="list-style-type: none"> • The environmental and social safeguard issues shall be strictly adhered to. Bidders must familiarize themselves with Volume III and provide detailed responses to its requirements and ensure compliance. • Non-compliance with environmental and social safeguard requirements will result in disqualification. • While companies may have internal policies, bidders must demonstrate that their submissions and the plan align with Employer's requirement as specified in the tender.
17.	Design Component:	Please explain on the "Design" part of the bid title	<ul style="list-style-type: none"> • This is an Engineering, Procurement, and Construction (EPC) tender. • Preliminary information is provided in the tender document, but the successful bidder will be responsible for the final design, subject to

No.		Clarification Sought	Response Provided
			approval, procurement and construction under the Employer supervision.
18.		How do we get the wattage of the mandatory equipment? This information has not been provided in the bill of quantities and specification	<ul style="list-style-type: none"> • Site requirements have been provided in bi documents under Volume II. Bidders are required to provide designs.
19.	Operation & Maintenance (O&M):	Will this be a separate contract	<ul style="list-style-type: none"> • O&M will be undertaken by the Contractor for one (1) year after successful commissioning (During the Defect Liability Period), after which respective County Governments will assume responsibility. • No separate contract shall be signed for the 1-year O&M.
20.	Pump Type:	Specify the pump type	<ul style="list-style-type: none"> • No specific pump type is mandated, but Bidders must ensure that all proposed pumps meet REREC's minimum requirements.
21.	Quiet Operation	Under all load conditions, the coustic noise generated by the inverter at 1Meter from the power conditions shall not exceed 35dBA. This is very difficult to achieve because most inverters use fan for	<ul style="list-style-type: none"> • Bidders advised to adhere to the Employer's requirement of 60Decibels as specified in the tender.

No.		Clarification Sought	Response Provided
		heat dissipation. Could this be adjusted to 60dBA which is achievable	
22.	Wattage requirement:		<ul style="list-style-type: none"> The percentage allocation for the equipment is provided in the bid document.
23.	Wind load and corrosion requirements:	<p>Is it mandatory for all lots to meet the high wind load, humidity and anti-corrosion requirements?</p> <p>Do some areas in the lots have such requirements</p>	<ul style="list-style-type: none"> Bidders to adhere to the Employer's requirement as specified in the tender.
24.	Certification on key equipment:	Should certification be for each item or a combination certificate covering all the items	<ul style="list-style-type: none"> Certification shall be on an item-by-item basis for the five key equipment, whether sourced from one or multiple suppliers. Bidders should refer to Page 16 for certification and conditional acceptance requirements and review Volume II for detailed Employer's requirements.
25.	Spares:		<ul style="list-style-type: none"> Volume II of the bid document has made provisions for both mandatory and additional spares required.
26.	Security in High-Risk Areas:	Will REREC provide security for equipment and contractor's team in security prone areas	<ul style="list-style-type: none"> Bidders should consider and incorporate security costs in their pricing. While the government may offer security, this is not guaranteed.
27.	Award Criteria:		<ul style="list-style-type: none"> Bidders must familiarize themselves with Section 3 of the bid document, which outlines the evaluation criteria.

No.		Clarification Sought	Response Provided
			<ul style="list-style-type: none"> Each lot will be evaluated independently. Awards will be limited to a maximum of three (3) lots per bidder.
28.	Financial & Personnel Criteria for Multiple Lots:		<ul style="list-style-type: none"> Bidders submitting for multiple lots must ensure financial and personnel resources are distinct and sufficient for each lot.
			<ul style="list-style-type: none"> Turnover requirements will be cumulative across all lots bid for. Each lot must have separate and distinct financial and personnel criteria, which should not be replicated across lots. Sharing/duplication of personnel across bidders not allowed and will lead to disqualification.
29.	Currency for Annual Average Turnover:	Clarify whether the currency is correct	<ul style="list-style-type: none"> The turnover requirement is stated in USD, with a specified formula for calculation, as outlined in the bid document.
30.	Adjustment of Requirement for Two Projects (USD 700,000 Each):	Can this be met by local contractors	<ul style="list-style-type: none"> The requirement ensures bidders possess the requisite capacity and experience to execute the project. Bidders to adhere to the Employer's requirement as specified in the tender.
31.	Front-loading of bids		<ul style="list-style-type: none"> Front loading is not acceptable. A defined criterion exists for evaluating and disqualifying unbalanced bids.
32.	Appendix 1. Terms and Procedures of Payment		<ul style="list-style-type: none"> Schedule No. 4 on payments is amended to reduce the installation

No.		Clarification Sought	Response Provided
	Schedule No. 4 on Payments		and commissioning portion from 80% to 70%. An addendum will be issued accordingly.
33.	Specific Procurement notice. No. 3		<ul style="list-style-type: none"> Bidders can bid for all lots but can only be awarded a maximum of three (3) lots

The Corporation reiterated the following key points to all bidders:

- All bids must comply with the requirements outlined in the tender document, including the necessary supporting documentation which the Corporation shall be at liberty to verify authenticity.
- Any additional clarifications must be submitted in writing at least 14 days before the tender closing date. Request for clarifications less than 14 days before tender closure shall not be responded to.

ADJOURNMENT

Representatives from Ofgen Africa, Bedesa Enterprises Limited and Borderland Systems Company Limited, as well as Isac Mohamed Ali were requested to provide their email addresses, as these had been omitted from the Attendance Register.

The Chairperson thanked all attendees for their participation and encouraged them to submit their bids in compliance with the same.

There being no further business, the meeting was adjourned at 12.29 pm and the meeting closed with a word of prayer.