

**MINISTRY OF MINING, BLUE ECONOMY AND MARITIME AFFAIRS  
STATE DEPARTMENT FOR THE BLUE ECONOMY AND FISHERIES  
AQUACULTURE BUSINESS DEVELOPMENT PROGRAMME**

**MINUTES OF THE PREBID SITE VISITS TO THE 9 LANDING SITES IN THE RIPARIAN  
COUNTIES OF LAKE VICTORIA HELD FROM 19<sup>TH</sup>-26<sup>TH</sup> MAY 2025**

**TENDER FOR THE CONSTRUCTION OF FISH LANDING SITES ALONG THE SHORES OF  
LAKE VICTORIA, TENDER NO: KEN-2000001132-0272-W-ICB**

**MINUTE 01/05/2025: BUMBE LANDING SITE (LOT 1)**

Participants assembled at the site on 19th May 2025 at 11:00 AM, the meeting begun with a word of prayer followed by introductions. The scope of works for Bumbé was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

**1. Bid Document**

Question from bidders	Comments/Discussion	Recommendations
Page 45 of the bid document refers to ITB 32 and 33 that are not in the document.	The ITBs referred to are on page 32	The bidders were encouraged to read the instructions in the bid document and not to only restrict themselves to the bid data sheet as it just a summary.

**2. Qualification Criteria**

Is there a minimum percentage that one must score to qualify for the tender?	No, this specific procurement is ICB (International Competitive Bidding) and is therefore not subject to weighted evaluation. The criteria are straight forward and whatever is indicated as mandatory	The bidders were urged not to lie, as due diligence would expose any and all inconsistencies.
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	must be met. Bidders were encourage to gauge themselves against the criteria and bid if they meet it.	
<b><u>MINUTE 02/05/2025: WICHLUM LANDING SITE (LOT 2)</u></b> Participants assembled at the site on 20 <sup>th</sup> May 2025 at 10:00 AM, the meeting the meeting begun with a word of prayer followed by introductions. The scope of works for Wichlum was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:		
<b>3. Special Interest Groups</b>		
Question from bidders	Comments/Discussion	Recommendations
Are 30% of the lots reserved for women, youth and PWDs (Persons With Disabilities)?	This being an ICB (International Competitive Bidding), all interested parties will compete equally and AGPO (Access to Government Procurement Opportunities) does not apply.	There are other procurements that take this into account but this one is not subject to this.
<b>4. Residential houses at the proposed site</b>		
Question from bidders	Comments/Discussion	Recommendations
What is the plan for the residential houses that are within the area proposed for the development of the landing site?	Public participation was done and the stake holders who are the community and the BMU leadership were sensitized on the need to remove any building within the project site before the starting of the project and it was unanimously agreed upon	The preference of any contractor is to be handed over a clean site with the residential houses already brought down.
<b>5. Title deed</b>		
Question from bidders	Comments/Discussion	Recommendations
Is there a title deed as proof of ownership of the	Yes the land is titled.	

piece of land proposed for development?		
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#### 6. Number of lots

Question from bidders	Comments/Discussion	Recommendations
Is there a restriction on the number of lots that one can bid for?	There is no limit on the number of lots you can bid for, it all depends on the bidder capacity and each lot must be tendered separately as it will be treated as a stand-alone contract.	It is important to note that the works will be ongoing concurrently and therefore, bidder capacity should be sufficient to ensure timely delivery on all the lots you qualify for.  Submit separate documents that are well constituted for the different lots.

#### **MINUTE 03/05/2025: ASEMBO BAY/ KOKACH LANDING SITE (LOT 3)**

Participants assembled at the site on 20<sup>th</sup> May 2025 at 3:00 PM, the meeting begun with a word of prayer followed by introductions. The scope of works for Asembo Bay Kokach was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

#### 7. Topography of the site

Question from bidders	Comments/Discussion	Recommendations
When coming up with the BoQs was the topo survey factored in?	The Topo survey was done before coming up with the design and BOQ's.	The purpose of the exercise is to understand the physical conditions of each site including the topography.

#### **MINUTE 04/05/2025: OGAL LANDING SITE (LOT 4)**

Participants assembled at the site on 21<sup>st</sup> May 2025 at 10:00 AM the meeting begun with a word of prayer followed by introductions. The scope of works for Ogal was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

#### 8. Structures within the proposed site

Question from bidders	Comments/Discussion	Recommendations



Is the police post was within the boundary of the proposed landing site?	Yes the police post is within the BMU	During setting out of the buildings, the police post will be factored in the layout.
Where is the physical location of the structure that is to be demolished as indicated in the drawing?	The structure was pointed out to the participants	The structure to be demolished is the previous landing site that is on the verge of collapse due to the water that has encroached it.  Due to this the proposed structure will have to be raised due possible flooding.

#### **MINUTE 05/05/2025: ASAT LANDING SITE (LOT 5)**

Participants assembled at the site on 21<sup>st</sup> May 2025 at 3:00 PM, the meeting begun with a word of prayer followed by introductions. The scope of works for Asat was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

Question from bidders	Comments/Discussion	Recommendations
9. Structures within the proposed site		
Bidders sought clarity on the residential houses at the site.	The houses will be demolished to pave way for the development and the residents are aware of this.	

#### **MINUTE 06/05/2025: WAKULA LANDING SITE (LOT 7)**

Participants assembled at the site on 22<sup>nd</sup> May 2025 at 11:00 AM, the meeting begun with a word of prayer followed by introductions. The scope of works for Wakula was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed: the site topology for Wakula was emphasized upon, more importantly, that the buildings at the site would have to be raised since the site is prone to flooding.

#### **10. Ferrying of materials**

Question from bidders	Comments/Discussion	Recommendations
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How will materials be ferried to the site since it is on an island?	There is a ferry docking point at Sena, which is approximately 20 minutes away from the site by road.	Consider sourcing materials from the locality to also promote the respective communities.
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#### **MINUTE 7/05/2025: MAINUGA LANDING SITE (LOT 6)**

Participants assembled at the site on 22<sup>st</sup> May 2025 at 3:00 PM, the meeting begun with a word of prayer followed by introductions. The scope of works for Mainuga was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

#### **11. Land for extension**

Question from bidders	Comments/Discussion	Recommendations
The BMU chair informed the participants that they had been able to secure 1.5 acres of land for extension which they hoped would be considered for the proposed development	The ownership documents for this piece of land were not available and thus therefore the BMU chair was informed that with no proper document (Title deed) the project cannot be committed on the said land.	The request would be considered if the ownership documents (title deed) will be available by the time of the proposed development.

#### **MINUTE 8/05/2025: NYANDIWA LANDING SITE (LOT 8)**

Participants assembled at the site on 23<sup>st</sup> May 2025 at 10:00 AM, the meeting begun with a word of prayer followed by introductions. The scope of works for Nyandiwa was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

#### **12. Accessibility of materials**

Question from bidders	Comments/Discussion	Recommendations
With the accessibility of the	The bidders were urged to conduct due diligence while at the site and	The reason for the site visit was for them to appreciate the respective logistics

area being a bit challenging how will materials be accessed?	report precisely so that they would be well guided when costing.	
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### 13. Labor requirements

Question from bidders	Comments/Discussion	Recommendations
Is there restriction on the labor requirement for this project?	There are no requirements but it would be desired that the unskilled labor from the community is utilized.	It is important to ensure that your team will ensure timely delivery of the project.

### **MINUTE 9/05/2025: GOT KACHOLA LANDING SITE (LOT 9)**

Participants assembled at the site on 26<sup>th</sup> May 2025 at 10:00 AM, the meeting begun with a word of prayer followed by introductions. The scope of works for Got Kachola was presented, followed by a site visit led by the BMU leadership and thereafter arising issues were addressed:

### 14. Geotechnical survey

Question from bidders	Comments/Discussion	Recommendations
Was a geotechnical survey that was conducted for the sites?	The designs and BOQs are based on TOPO survey.	

### 15. Structures within the proposed site

Question from bidders	Comments/Discussion	Recommendations
There is a property that is within the site proposed for development and the BMU was requested that in the event that it would have to be brought down, the	Being a public land, no compensation will be done and a public participation was conducted to sensitize the community about the need to relocate before starting of the project.	



owner would have to compensated.		
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#### MINUTE 10/02/2025: CERTIFICATE OF TENDERER'S VISIT TO THE SITES

After all issues were addressed, all the present bidders were issued with the certificate of tenderers visit to the sites, which they filled in duplicate at each site. The certificates were then signed and stamped and one copy retained for the programme records while the bidders were issued with the remaining copy.

#### MINUTE 11/02/2025: CLOSING REMARKS

All the prospective bidders present for all the site meetings were informed that the minutes of the site meetings and any addenda issued by employer (if any) shall be communicated to them through their email addresses as well as uploaded on the programme website. The bidders were also encouraged to submit their bids per lots for each lot they intend to bid for.

This exercise was successfully concluded on 26th May 2025 at 1.00pm at Got Kachola landing site in Migori County.

Minutes Prepared by:

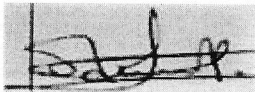
Secretary



27/05/2025

Confirmed

Date



27/05/2025

Chairman

Date

#### REQUEST FOR CLARIFICATIONS RECEIVED VIA EMAIL AND RESPONSES

	QUESTION	RESPONSE
1	Can you please advise if a tenderer is allowed to obtain tender security from an INSURANCE COMPANY??	Please refer to the bid data sheet section of the bid document and the bidding forms ' <b>Forms of Bid Security</b> '. The form indicates that the requirement is a <b>bank</b> guarantee.

2	<p>1. Is the tender for the nine lots separate or is it one tender?</p> <p>2. have the dates for the pre bid conference been changed?</p>	<p>The tender is one but each landing site is a lot on its own.</p> <p>The pretender site visit was held physically on the site as per dates and time in Section II, Bid data sheet – ITB Clause 10.4</p> <p>However, an addendum was published on 20<sup>th</sup> May 2025 regarding site timing for Wakula and Mainuga in Homabay. The date remained the same but the timing was interchanged.</p>
3	<p>We request you to have the Boqs harmonised into one pdf document which bidders are to fill, attach to the main tender document and submit with the tender. The excel Boqs are good for rating and calculations but not for printing for onward submission.</p> <p>The scattered sections could easily be mistaken/lost or even print in a manner that loses some sections due to different printer settings by it being in excel. This will ensure all bidders have applied, filled and submitted a standard, uniform BOQ.</p>	<p>The BoQs now includes PDF version.</p>
4	<p>We write to seek clarification on the Pre-Bid conference slated for Friday 23/05/2025. Is it a physical meeting at the Sites or Online Conference?</p>	<p>This was a physical meeting on the site</p>
5	<p>This to request for clarity for the above-mentioned project for the lots below ;</p> <p>1. Lot 2 Wichlum Beach Landing Site in Siaya BOQ for building works Bill No. 8 Elevated steel tank the Heading is reading - Bumbe Beach Landing Site</p> <p>2. Lot 3 Kokach Beach Landing Site in Siaya County BOQ for building Works Bill No. 10 Elevated Steel tank &amp; Bill no. 11 Septic Tank the heading is Bumbe Beach Landing Site</p>	<p>Use the respective drawings included with the Lot drawings.</p>
6	<p>I am kindly requesting for a clarification quoting from Section II. Bid Data Sheet (BDS) Bid Data Sheet, ITB clause 14.1(h) A, No. 11. Submit certified copies of Audited accounts (Signed by Auditors and directors) for the last three (3) years (2021,2022 and 2023), page 41.</p>	<p>This should be 2022, 2023 and 2024.</p>



	Kindly clarify if “ <b>Submit certified copies of Audited accounts (Signed by Auditors and directors) for the last three (3) year</b> ” should be 2022, 2023 and 2024, OR 2021, 2022 and 2023.	
7	We are writing to your office confirming our interest in bidding for tender for bumble beach landing site, Busia County, we wanted to ask if we have to use all the bills of quantities provided or we only use the one under lot 1. only. thanks.	You will only use the bills of quantities for the Lot you apply for