

MINUTES OF PRE-TENDER MEETING FOR PROPOSED LEASE OF OFFICE SPACE FOR OAG IN ISIOLO TOWN READVERTISEMENT 2 .ITT NO: OAG/OT/04/2022-2023 HELD ON 15/12/2022 AT EWASO NGIRO OFFICES NEXT TO ISIOLO REFERRAL HOSPITAL AT 11:00 AM.

Members Present

1. Office of the Auditor-General Representatives
2. State department of Public Works(Leasing Section) Representatives
3. Bidders Representatives (Various as per the attendance register)

Agenda

1. Preliminaries
2. Sensitization on the Tender Document
3. Questions and Clarifications Session
4. Closing of the Meeting

Minute 1: Preliminaries

The meeting started at 11:00 am by a word of prayer from one of the interested bidders present in the meeting. The Chairperson brought the meeting to order and opened the platform for introductions after which a brief overview on the purpose of the meeting was given.

Minute 2: Sensitization on the Tender Document

Members were taken through the Standard Tender Document in order to understand what was expected in the tender. Interested bidders also got an opportunity to seek clarification on various areas and any other matter related to the tender document.

Minute 3: Questions and Clarifications

Clarifications were given on the following areas of the tender:

i. Invitation to tender Page (Page 3)

The Contract Name and Description in the Invitation to tender page 3 should have the word “**Re-advertisement 2**” and not “**Re-advertisement**” at the end.

ii. **Certificate Of Independent Tender Determination (Page 36)**

In the Certificate of Independent Tender determination Form, item No. 5 , the Statement in the brackets at the end of the sentence“**[check one of the following, as applicable]**” should be changed to read “**[Select one of the following, as applicable]**”

iii. **Tenderer's Eligibility - Confidential Business Questionnaire**

The Tender details item No. 6,7,8,9 and 10 will not be applicable for this tender.

Minute 4: Closing of the Meeting

There being no other business, the meeting ended at 2.30 pm with a word of prayer from a representative from the OAG team.

M.A
Chairperson

K.K.M.
Secretary

Date: 16/12/2022