



Kenya Airports Authority

MINUTES OF THE PRE-BID MEETING HELD ON 6TH MARCH 2025 AT MALINDI INTERNATIONAL AIRPORT.

TENDER No. KAA/OT/MALINDI/0106/2024-2025

PROPOSED RUNWAY RESURFACING WORKS OF MALINDI INTERNATIONAL AIRPORT

MEMBERS PRESENT: (as per the attached list)

AGENDA

- Introduction
- Preliminaries
- Site Visit
- Closing remarks

INTRODUCTIONS

The meeting was called to order at 10.03.AM. and members were welcomed by Ag Airport Manager to the meeting, a word of prayer came from one of the bidders present.

AGENDA

Min1/MYD/0106/: PRELIMINARIES

The chairperson, Eng.Judith(Representing Engineers) gave a guidance on the requirements of a site visit as stipulated in the bidding document (the tender data sheet page 25).

The site visits as instructed in the bidding document was to be attended by either Site Agent or Assistant Site Agent who meets the minimum qualifications as outlined in personal category.

A handwritten signature in blue ink, appearing to be 'A. N. N.', located at the bottom left of the page.

A large, stylized handwritten signature in blue ink, located at the bottom center of the page.

Bidders were also taken through the scope of work and the drawing as indicated in the bidding document page 196, a clarification on working hours was given as indicated in page 178 of the bidding document.

One of the bidders asked about a location of the contractor's camp, a clarification was given that after the evaluation, the awarded bidder shall be guided on where to settle a site office, in this case KAA shall not provide security and related amenities that are required during the contract period.

Engineers estimate was raised as a quarry and a clarification was given indicating that the specific estimates will be given during the tender opening.

A quarry was raised about the available budget, a clarification was given that the project is a multiyear project, further clarification was given that the Authority's procurement plan is posted in the PPRA portal as a requirement by Law.

MIN 2 /MYD/0106: SITE VISIT

The engineer representative guided bidders to the site, starting from the apron through runway 17/35, bidders familiarized themselves with the site, location of drains and the strip.


MIN 3/MYD/0106: CLOSING REMARKS

It was noted that the assistant site agent from Kiu construction company registered their name in the attendance list but walked out and never came back to provide all the required details for the site visit and neither attended the Airside visit.

The site representative from Beyond trading company limited did not provide any documentation for either site agent or assistant site agent.

Procurement Representative  Date 

Engineers Representative  Date 

Ag. Airport Manager  Date 