MINUTES OF THE VIRTUAL PRE-BID MEETING FOR PROVISION OF MEDICAL COVER FOR STAFF FOR YEAR 2022-2023 FOR THE FINANCING LOCALLY-LED CLIMATE ACTION PROGRAM HELD ON TUESDAY 15TH MARCH, 2022 AT 10.00 A.M. KENYAN TIME.
TENDER: FLLoCA/PIU/NC/02/2021-2022

Members Present:

1. Ms. Tumpeyo Baari
2. Mr. W. A. Kituyi
3. Mr. Kenneth Korir
4. Ms. Rhoda Nyambori
5. Ms. Audrey Mzizi
6. Ms. Caroline Wachira
7. Mr. Francis Mueke
8. Mr. Mohammed Amin
9. Mr. Kenneth Muriungi
10. Ms. Janet Kwamboka
11. Ms. Gladys Kimani
12. Mr. Gaye Matheka
13. Mr. Humphrey Okeno
14. Ms. Njeri Wachira
15. Mr. Ken Langat
16. Mr. Charles Ng’ang’a
17. Ms. MaryAnne Mungai
18. Ms. Njoki Muriithi
19. Mr. H.N Mwaura

The National Treasury, FLLoCA- Chairperson
The National Treasury
The National Treasury
The National Treasury, FLLoCA
Edge and Motion Group Limited
Chilcott Group
Modern Insurance Brokers
Studio 63 productions
Media Edge Interactive
Vintage Concepts
Minet Kenya Insurance Brokers
APA insurance
Zamara Risk and Insurance Brokers
Oxygene Marketing Communication Limited
MediaLink
Waumini Insurance Brokers Ltd
Jubilee Health Insurance Ltd
Media Edge Interactive
Kenyan Alliance

Min. 1/15/03/2022: Chairperson's Remarks

The Chairperson opened the meeting at 10.05 a.m. Kenya Time. Participants were requested to introduce themselves.

In her opening remarks, the Chairperson informed the members the purpose of the meeting was to give the bidders a chance to seek any clarification on the tender document to enable them prepare and submit competitive bids.
Min. 2/15/03/2022: Outline of the Tender Document

The Head, Supply Chain Management Services gave briefs on the outline of what the tender document entailed as follows:

1. Section I - Instructions to Tenderers
2. Section II - Tender Data Sheet
3. Section III - Evaluation and Qualification Criteria
4. Section IV - Tendering Forms
5. Section V - Schedule of Requirements
6. Section VI - General Conditions of Contract
7. Section VII - Special Conditions of Contract
8. Section VIII - Contract Forms

The tenderers were requested to read through the tender document and ensure that they understood the requirements of the tender. They were requested to confirm the requirements of the mandatory submissions and respond accordingly.

Min. 3/15/03/2022: Clarifications by the Tenderers

The Tenderers were informed that the purpose of this meeting was to receive questions from them. The National Treasury shall provide answers to the questions and later confirm the same by issuing an addendum.

The Tenderers requested for various clarifications which were responded to and a comprehensive response on the same is included in the addendum No. 2 dated 15th March, 2022.

The tenderers were also requested to submit their inquiries to email procurement@treasury.go.ke for official responses.

Min. 4/15/03/2022: Any Other Business

There being no any other business the meeting ended at 11.30 a.m Kenyan Time

Signed: [Signature]
Chairperson

Signed: [Signature]
Secretary

Date: 24th March 2022