



## **Ministry of Investments, Trade and Industry**

### **State Department for Industry**

**MINUTES OF THE PRE-TENDER SIT VISIT MEETING HELD ON 7<sup>TH</sup> OCTOBER, 2026  
TENDER NO. MITI/SDI/014/2026-2027 TENDER FOR SUPPLY, DELIVERY,  
INSTALLATION, COMMISSIONING, TESTING, TRAINING AND TWO-YEAR  
TECHNICAL SUPPORT FOR GARISSA COUNTY AGGREGATION INDUSTRIAL PARKS  
(CAIPS) SUNFLOWER PROCESSING EQUIPMENT**

#### **Min. No 1. Introduction and Opening Remarks.**

The site visit commenced at 10am and was facilitated by official from the State Department for Industry and KIRDI. The attendees were informed that the visit would provide an opportunity to observe the site conditions and seek clarification in accordance with the tender documents and the applicable law.

#### **Min. No 2. Purpose of the site visit**

The objectives of the site visit were:

- Familiarize the prospective bidders with project location and the existing conditions.
- Enables bidders to understand the scope and the nature of the proposed works,
- Identify any physical constraints that may hinder the implementation of the project.
- Highlight site accessibility, storage areas, utilities and other relevant facilities
- Allow prospective tenders to identify issues requiring clarification before submission of their tenders.

#### **Min. No 2. Scope of work**

Bidders were briefed on the general scope of the proposed works and the equipment specifications as outlined in the tender documents. The prospective tenderers were advised to carefully read and review the tender documents, Scope of works, Equipment specifications and all the applicable requirements when preparing their tenders.

The committee further advised on the following:

- The scope includes weighing equipment (2 No. electronic weighing scale, 300kg, 10g resolution, rechargeable)
- Supply, delivery, delivery, installation, testing and commissioning of suitable stainless steel holding tanks in the processing line as appropriate.
- Supply and installation of suitable barrier between the edible oil and animal feeds section of the plant.
- Supply, installation, testing, inspection and certification of suitable and adequate firefighting equipment at various points of the plant.

- Supply and installation of proper floor drainage that meet a food processing plant requirement.
- Supply and installation of suitable and adequate hand-wash facilities within the plant.
- Supply and installation of PVC Strip Curtains (Clear & Anti-insect) on open doorways of the plant as per requirement of a processing plant.

### **Min. No 3. Site Inspection and Observations**

The team conducted a physical inspection of the site and the following observations were made:

- a. **Existing site conditions**-Site was in good condition, 90% completion rate
- b. **Enablers**
  - **Electricity**- Electricity was not available, which the County Government committed to connect at the industrial park before the delivery of the Equipment.
  - **Water Supply**: Water source was not available on site connected to the CAIP. A borehole would be done by the contractor before equipment delivery.
  - **Access road** -The site is accessible in to the CAIP from the tarmac road.
- c. **Other Observations** - No concerns were noted.

### **Min. No 4. Key Issues requiring follow up**

SDI to promptly issue an addendum addressing the above clarifications sought by prospective bidders.

### **Min. No 5. Conclusion**

The pre-tender site visit provided an opportunity to prospective tenderers to familiarize themselves with the site, observe the existing conditions and identify issues relating to the site that would assist in the preparation of their tender.

**Pre-tender Site visit Committee**