



Ministry of Investments, Trade and Industry

State Department for Industry

**MINUTES OF THE PRE-TENDER SITE VISIT MEETING HELD ON 8TH OCTOBER 2026
TENDER NO. MITI/SDI/009/2026-2027 TENDER FOR SUPPLY, DELIVERY,
INSTALLATION, COMMISSIONING, TESTING, TRAINING AND TWO-YEAR
TECHNICAL SUPPORT FOR HOMA BAY COUNTY AGGREGATION INDUSTRIAL PARKS
(CAIPS) COTTON PROCESSING EQUIPMENT AT RIWA**

Min. No 1. Introduction and Opening Remarks.

The site visit commenced at 10:45am and was facilitated by officials from the State Department for Industry and KIRDI and Homa Bay County Government. 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 affect the execution 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 3. 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.

Min. No 4. Site Inspection and Observations

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

- a. **Site accessibility** - The site was accessible; however, access is via an earth road.
- b. **Existing site conditions** - Site was not in good condition, approximately 40% completion rate
- c. **Availability of utilities**
 - **Electricity** – The power house is yet to be constructed though the power supply application for 610KVA is still pending, and the required transformer has not yet been supplied.

- **Water Supply** – A borehole has been drilled at the site; however, the water tower and storage tank have not yet been constructed or installed. Consequently, water is not yet readily available for use on site.
- d. **Other Observations** - The construction of the godown intended to house the equipment in the County was observed to be incomplete or not sufficiently advanced to facilitate timely installation.

Min. No. 5. Sought Clarifications and Responses

Issue No. 1-Tender Addendum No. 1.-Addendum to the Tender Notice (Addendum 1)

Response: Bidders were informed that addendum No. 1 was issued on 29th September, 2026 and it contained the following:

- **Amended Tender Documents:** -Tender documents had been revised, bidders were advised to use the “**REVISED TENDER DOCUMENTS**”, the revised documents supersede the earlier versions.
- **Pre-Tender Site Visits:** Attention was drawn to the scheduled pretender site visits as indicated in the tender documents.
- **Clarification of Tender Submission Location:** the exact location for submission of tender documents will be **Bishops Road, NSSF Building, Block A, Eastern Wing, in the tender box situated on 16th floor.**
- **Extension of Tender Submission Date:** The bids submission deadline for the all the Seventeen (17) tenders was extended from **Friday, 23rd October, 2026 at 11am** to **Friday, 30th October, 2026 at 11am.**

The bidders were requested to submit any queries through the official tender communication channel via email at procurement@industrialization.go.ke.

Min. No 6. Conclusion

The pretender 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.

Tender site visit team