



## MINISTRY OF INVESTMENTS, TRADE AND INDUSTRY State Department for Industry

MINUTES OF THE PRE-TENDER SITE VISIT MEETING HELD ON 8<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 UASIN GISHU COUNTY AGGREGATION INDUSTRIAL  
PARKS (CAIPS) MILK 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 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 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.

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

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

- a. **Site accessibility**-The access was good, no restrictions observed.
- b. **Existing site conditions**-Site was in good condition, 65% completion rate
- c. **Availability of utilities**
  - **Electricity**- There was no electricity on site, although the contractor affirmed that the application to KPLC was on the process and by December 2026, a 1000kv transformer and electricity will be on site

- **Water Supply:** Borehole water was available on site and contractor affirmed that fresh water connected from the 100,000 liters of overhead tank that will be put up.
- d. **Other Observations-No concerns were noted.**

#### **Min. No. 4. 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 29<sup>th</sup> 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 16<sup>th</sup> floor.
- **Extension of Tender Submission Date:** The bids submission deadline for the all the Seventeen (17) tenders was extended from **Friday, 23<sup>rd</sup> October, 2026 at 11am** to **Friday, 30<sup>th</sup> October, 2026 at 11am.**

##### **Issue No. 2: Bidders sought clarification on the following utilities;**

- **Civil works pertaining the equipment’s installation since it was not specified in the tender document,**  
-**Response:** Since the above utilities formed key part of the tendering process, bidders were informed that they were to do the civil works according to the machines and equipment to be installed.
- **Type of floor finishing in the CAIP since food processing require special flooring requirements,**  
- **Type of floor finishing:** floor finishing will be carried out depending on their value chains and they were therefore requested to submit all queries through the official tender communication channels i.e., email [procurement@industrialization.go.ke](mailto:procurement@industrialization.go.ke)

##### **Issue No. 3- Clarification was sought on the technical specifications of the equipment as follows:**

- **Bidders sought clarification whether the plant is configured for HTST or ESL.**  
**Response:** The pasteurizer as indicated in the tender document is meant to pasteurize, short life (HTST), Extended shelf life (ESL) and yogurt.
- **Clarification on Whether the plant is for Pouching /cup filling and sealing.**  
**Response:** As indicated in the tender, under mini specifications, the plant has both pouch and cup filling machine.
- **Clarification on whether the plant includes butter Churning or Butter forming**  
**Response:** As indicated in the tender, under mini specifications, the plant has both Steel Butter Churn and Stainless-Steel Butter Churn. As listed below:

**Stainless Steel Butter Churn:** 140Lcapacity butter churning cylinder with drive mechanism.

**Stainless Steel Butter Churn:** Mechanical forming unit for producing standardized 150g rectangular butter bricks. and they were therefore requested to submit all queries through the official tender communication channels.

**Issue No. 4: Bidders Sought clarification on Waste Management System**

**Waste management system;** Given there might be production in the value chain there was a sought clarification about the waste management system since it was not specified in the tender document

**Response:** The contactor on site indicated that there was a provision for a septic tank in the BQ and they were therefore requested to submit all queries through the official tender communication channels i.e., email [procurement@industrialization.go.ke](mailto:procurement@industrialization.go.ke)

**Issue No. 4- Clarification on Availability of Electricity**

- Bidders sought clarification on the availability of electricity on site before the awarding of the contract.
- **Response:** The bidders were assured by the contactor on site that through the collaboration of the County Government and the contractor the process of acquiring a 1000kV transformers was in progress and it will be installed by 30<sup>th</sup> December 2026.

**Min. No 6. Key Issues requiring follow up**

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

**Min. No 7. 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.

**Pre-tender Site visit Committee**