

DESIGN, SUPPLY, INSTALLATION & COMMISSIONING OF THE 400/220 KV KIMUKA SUBSTATION AND ASSOCIATED TRANSMISSION LINES

MINUTES OF PRE-BID MEETING

PROJECT: KENYA GREEN AND RESILIENT EXPANSION OF ENERGY (GREEN) PROGRAM PHASE 2 PROJECT

CONTRACT: DESIGN, SUPPLY, INSTALLATION & COMMISSIONING OF THE 400/220 KV KIMUKA SUBSTATION AND ASSOCIATED TRANSMISSION LINES

RFB NO: KE-KETRACO-413024-CW-RFB

VENUE: KAWI COMPLEX, BLOCK B, 4TH FLOOR, KETRACO BOARDROOM, NAIROBI

DATE: 08 APRIL 2025

TIME: 10:00HRS – 11:00HRS (EAT)

ATTENDANCE

S/N	Name	ORGANISATION	Role
1.	Eng. Lorena Simba	KETRACO	Project Manager
2.	Eng. Ronald Mudenyio	KETRACO	Deputy Project Manager
3.	Eng. Gloria Orare	KETRACO	Manager, Civil Design
4.	Eng. Eric Manyaki	KETRACO	Ag. Manager, Electrical Design
5.	David Mwaura	KETRACO	Project Engineer
6.	Eng. Edwin Orondo	KETRACO	Project Engineer
7.	Caroline Kiara	KETRACO	Manager, Supply Chain
8.	Behnam Hemmatian	Monenco	Engineering Manager
9.	Bidders	(See attached Attendance Register)	

MIN/01/4/2025 - OPENING AND WELCOME

The meeting started at 10:00Hrs (East African Time).

KETRACO welcomed all attendees and informed them that the attendance of the Pre-Bid meeting was not compulsory.

The following Agenda was presented:

1. Opening and Welcome
2. Introduction
3. Project Overview
4. Bidding Procedure
5. Employer's Requirements
6. Any other business
7. Close of meeting

MIN/02/4/2025 - INTRODUCTION

The members from KETRACO and Monenco who were present in the meeting introduced themselves. The Bidders were informed that Monenco was the Consultant for the project.

The Bidders also introduced themselves and the companies/organisations they represented. An attendance registered was then circulated.

MIN/03/4/2025 - PROJECT OVERVIEW

KETRACO provided an overview of the project indicating that it is part of the Kenya Green and Resilient Expansion of Energy ("Green") Program Phase 2 Project and that it is a World Bank funded project.

KETRACO further highlighted that the procurement will be conducted through an international competitive process in accordance with the World Bank procurement guidelines. The Bidders were also reminded that the bidding process will be a two-envelope process with rated criteria which comprises the evaluation of the technical and financial elements of Bid separately.

MIN/04/4/2025 - BIDDING PROCEDURES

KETRACO highlighted the main contents of the Bidding Documents as follows: Part 1 covers the Bidding Procedures, Part 2 covers the Employer Requirements and Part 3 covers the Conditions of Contract and Contract Forms.

KETRACO emphasised that all Bidders requiring any clarification on the Bidding Document should contact the Employer in writing using the details provided in the Bidding Document. The Employer's responses on the received clarifications will be published on the KETRACO website and also forwarded to all Bidders who have provided their email addresses. Bidders who had not provided their email addresses as indicated in the Bidding Document were urged to do so in order for them to be able to receive all correspondence in this bidding process.

KETRACO also explained that any addenda to the Bidding Documents will be shared using the same process outlined above and similarly published on the KETRACO website.

It was further highlighted that non-attendance of the pre-bid meeting will not result in the disqualification of a Bidder since it is not compulsory.

With regards to the format of submission of the bid, it was highlighted that the Technical and Financial elements of Bid must be submitted separately (separate envelopes) and to be enclosed in a separate sealed outer envelope marked "ORIGINAL BID". In addition, the Bidder shall submit three (3) hard copies and two (2) soft copies of the Bid with hard copies following the same format as the original but labelled as "Copies: Technical Part" and "Copies: Financial Part" and an outer sealed envelope labelled "Bid Copies #1, 2 or 3 respectively. Bidders were advised to thoroughly peruse the Instructions to Bidders section in Part 1 of the Bidding Documents for further information on the bid submission procedure.

The Bidders were informed that the soft copies of the Technical Part shall include an editable word version of the completed Technical Data sheets / Technical Schedules / Guaranteed Technical Particulars. It was reiterated that the Technical Part should not include any pricing information.

Bidders were further informed that the soft copies of the Financial Part shall include an editable excel version.

Bidders were reminded that the Bid Security shall be included in the Technical Part and shall be of the value indicated in the Bidding Document.

Bidders were reminded that the Bid Submission Deadline is 10 June 2025 10:00Hrs (EAT) and that there is no option to submit electronically.

MIN/05/4/2025 - EMPLOYER'S REQUIREMENTS

Monenco summarised the Scope of Work for both substation and related transmission line as described in the Bidding Document. It was then emphasised that the drawings in the Bid Document are for information purposes only and that the Bidders shall optimise their designs as required to comply with the Employer's Requirements during implementation.

Bidders were further reminded that parts of the works will be executed at existing live substations and that outages should be kept to a minimum.

The single-line diagrams and layout drawings for the new 400/220 kV Kimuka substation, as well as the existing 220/66 kV Kimuka, 400/220 kV Suswa, and Isinya substations, were presented. Each substation's scope of work was highlighted in detail.

The works of the double circuit 400 kV Suswa-Isinya line into the 400/220 kV Kimuka substation and from New Kimuka to existing 220/66 kV Kimuka was also highlighted.

Additionally, the necessary modifications to the transmission lines were highlighted.

Further details of the scope of works such as protection and control and replacement of 400kV terminations requirements were highlighted during the site visit.



MIN/06/4/2025 - AOB

KETRACO briefed the Bidders on the planned site visit which was scheduled on 9 April 2025 at 1030hr (EAT) to begin at the existing 220/66kV Kimuka Substation. Bidders also visited the site for the new 400/220 kV Kimuka substation, as well as the existing 400/220 kV Suswa, and 400/220 kV Isinya substations.

Bidders were provided with the opportunity to provide their remarks, and the following issues were raised:

- Some Bidders requested that the Bid Submission Deadline be extended.
- Another bidder sought clarification regarding the eligibility of banks authorized to issue the bid security.

KETRACO emphasised that all Bidders shall submit their questions through the formal request for clarifications process outlined in the Bidding Documents and explained in MIN/04/4/2025 above.

	For KETRACO	For Monenco
Name: (Role)	Eng. Lorena Simba (Project Manager)	Behnam Hemmatian (Engineering Manager)
Signature:		
Date:	21/5/2025	21/5/2025

**KENYA ELECTRICITY TRANSMISSION CO. LTD.**

Kenya Electricity Transmission Co. Ltd. Kawi Complex, Block B, Popo Lane, off Red Cross Road, South C,
P. O. Box 34942 - 00100, NAIROBI
Phone: +254 20 4956000 Cell: +254 719018000 Cell: +254 732128000

PRE-BID MEETING ATTENDANCE LIST**TENDER FOR PROCUREMENT OF DESIGN, SUPPLY, INSTALLATION AND COMMISSIONING OF THE 400/220kV KIMUKA SUBSTATION AND ASSOCIATED TRANSMISSION LINES**

DATE: 8TH APRIL 2025
TENDER NO: KETRACO-PT-018-2025
TIME: 10.00 AM
VENUE: AUDITORIUM MOEP

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