

MINUTES OF PRE-BID MEETING

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

CONTRACT: DESIGN, SUPPLY, INSTALLATION AND COMMISSIONING OF STATCOMS AND SHUNT DEVICES ON THE KETRACO NETWORK AT SUSWA AND RABAI SUBSTATIONS. ((LOT 1 - SUSWA 400/220 KV SUBSTATION & LOT 2 - RABAI 220/132 KV SUBSTATION))

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

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

DATE: 01 APRIL 2025

TIME: 10:00HRS – 11:00HRS (EAT)

ATTENDANCE

	Name	ORGANISATION	Role
1.	Eng. Lorena Simba	KETRACO	Project Manager
2.	Eng. Timothy Murithi	KETRACO	Deputy Project Manager
3.	Eng. Eric Manyaki	KETRACO	Ag. Manager, Electrical Design
4.	David Mwaura	KETRACO	Project Engineer
5.	Eng. Mwasaha Mwangudza	KETRACO	O&M Engineer
6.	Victor Inganga	KETRACO	O&M Engineer
7.	Caroline Kiara	KETRACO	Manager, Supply Chain
8.	Rono K. Collins	KETRACO	Supply Chain Officer
9.	Armien Edwards	ESP	Principal Engineer
10.	Byron Sacho	ESP	Principal Engineer
11.	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

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MIN/02/4/2025 - INTRODUCTION

The members from KETRACO and ESP who were present in the meeting introduced themselves. The Bidders were informed that ESP (Energy System Planning Pty.) 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 each 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 clarifications should be received before the set timelines as outlined 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 reiterated 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 each 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.

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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 informed that they could bid for a single Lot or both Lots.

Bidders were reminded that the Bid Submission Deadline is 13 May 2025 10:00Hrs (EAT) and that there is no option to submit electronically.

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

ESP summarised the Scope of Work for Lot 1 and Lot 2 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 the works will be executed at existing live substations and that outages should be kept to a minimum.

The single line diagram and general arrangement for Suswa Substation were explained in detail with emphasis on the locations of the primary equipment.

In the case of Rabai, it was highlighted with the single line diagram and general arrangement drawings that the STATCOM will be located on a new 220 kV diameter and the Capacitor Bank will be installed on the 132 kV yard using a new bay connected to the existing 132 kV diameter which will need to be fully populated.

Bidders were reminded that the scope for Lot 2 also includes the upgrade of the telecom link between Isinya and Rabai substations.

MIN/06/4/2025 - PRE-BID SITE VISIT

KETRACO briefed the Bidders on the planned site visits as follows:

- Lot 1: 2nd April 2025 at 1100Hrs (EAT) at Suswa Substation
- Lot 2: 4th April 2025 at 1030Hrs (EAT) at Rabai Substation.

Bidders were advised to wear PPE for the site visits which includes hard hats, safety vests and closed shoes. KETRACO provided details of the contact person for the site visit.

MIN/07/4/2025 - AOB


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

- One Bidder requested that the Bid Submission Deadline be extended to 6 weeks.

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- Another Bidder requested clarity on the minimum turnover value required to be met for each Lot as they claimed the values provided in the Bidding Documents seemed steep.

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 ESP
Name: (Role)	Eng. Lorena Simba (Project Manager)	Armien Edwards (Principal Engineer)
Signature:	 _____	 _____
Date:	<u>05/05/2025</u>	<u>05/05/2025</u>

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 STATCOMS AND SHUNT DEVICES ON THE KETRACO NETWORK AT SUSWA AND RABAI SUBSTATIONS (LOT 1 - SUSWA 400/220KV SUBSTATION & LOT 2 - RABAI 220/132KV SUBSTATION)

DATE: 1ST APRIL 2025
TENDER NO: KETRACO-PT-019-2025
TIME: 10.00 AM
VENUE: BOARD MEETING ROOM 4TH FLOOR

NO	NAME OF THE REPRESENTATIVE	NAME OF THE FIRM	TELEPHONE AND EMAIL ADDRESS
1.	Bona Nyabuchi	KEE International Ltd	mobohib@kec.rps.com 0722624918 59331911@kec.rps.com
2.	Kerim Nyaga	CCECC	marketingkenya@ccecc.com.cn 0713276577
3.	Su Jingbin	CCECC	su.jingbin725@gmail.com 0757701415
4.	ZHANG BO	XIAN ELECTRIC	zhangbotimes@163.com
5.	WANG JINLONG	XIAN ELECTRIC	wang_jinlong@outlook.com
6.	Lewis	BJSF Automation	lingyisi@sf-anto.com
7.	Xue Jianjun	China Machinery Engineering Corporation (CMEC)	xuejj@cmecc.com
8.	He Yanmei	CMEC	cmeccfrica.accountant@cmecc.com
9.	S. Roy	Larsen & Tubro Ltd	subhaadeep.roy@lntec.com
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11.	Manoj Kumar S D	Larsen & Tubro Ltd. Manoj Kumar S D	manojkumar@lntec.com
12.	DAVID MWANGA	KETRACO	dkianiga@ketrao.co.ke
13.	PAUL AMANYA	CHINT GLOBAL	Scung@chintglobal.com
14.	Ferdia Wanyama	Techn Electric Eng.	info@shraesikendrabad.com
15.	VICTOR INGANGA	KETRACO	Vinganga@ketrao.co.ke

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1.	Duncan Njiru	P FUJIAN ENGINEERING (FJEC) (POWERCHINA)	fjec.ke@powerchina.cn
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12.	KARUGA MANA	HISTOTO / ELEMELI ENR	Pr.MZBQ@elemelienr.co.ke Andrew@histoto.com
13.	LORENA SIMBA	KETRACO	LSIMBA@KETRACO.CO.KE
14.	Byron Sacho	ESP	byron@espig.com
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1.	DIANA WACHERA	Willow & White Global Ventures in Partnership with Siemens Infrastructure Ltd	0741302701 info@danilo.com 0727448278 [daniela@danilo.com] Linear projects co. ke
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