

**ADDENDUM NO. 1**

**8<sup>th</sup> February 2024**

To ALL Bidders,

**MINUTES OF THE PRE-BIDDERS CONFERENCE FOR TENDER FOR UPGRADE OF THE AUTHORITY'S DATA CENTRE -CA/SCM/OT/39/2023-2024 HELD ON TUESDAY 6<sup>TH</sup> FEBRUARY 2024 AT 10:00 AM – 12.00 PM (EAST AFRICAN TIME)**

*The information herein is provided pursuant to item 5 of Invitation to Tender; ITT 9.1; ITT 8.4 (Data Sheet), Section I- clause 9 (Clarification of Documents) and clause 10 – (Amendment of tender Documents) of the Tender for upgrade of the Authority Data Centre .*

**Pre-Tender Meeting Minutes:**

Following the virtual Pre-Tender meeting that was held on 6<sup>th</sup> February, 2024 on the tender, please find herewith attached (*Annex I*) the Minutes of the Pre-Tender Meeting for your information and necessary action.

All other conditions of the tender remain unchanged.

Yours faithfully,



**Peter Mwangi**  
**FOR: DIRECTOR GENERAL/CEO**



**PRE-BIDDER'S CONFERENCE FOR CA/SCM/OT/39/2023-2024 – OPEN NATIONAL TENDER FOR UPGRADE OF THE AUTHORITY'S DATA CENTRE**

Tuesday 6<sup>th</sup> February 2024, 10:00 am – 12.00 pm EAT, held Virtually CA Centre

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**Agenda**

1. Adoption of Agenda.
2. Introduction.
3. Pre-bidder's Conference for CA/SCM/OT/39/2023-2024 – Open National Tender for Upgrade of the Authority's Data Centre.
4. Any other Business (A.O.B)

**1. Adoption of Agenda**

The Agenda was adopted as proposed.

**2. Introduction**

The Chairperson called the meeting to order at 10.30am. Participants present introduced themselves.

**Table 1: Participants present**

NO.	NAME	ORGANISATION/EMAIL
1.	Joseph Nzano	CA - Chairperson
2.	Ritah Okal	CA
3.	James Mwaura	CA
4.	Sheila Kamau	CA
5.	Henderson Lemurt	CA
6.	Sarah Chepchumba	CA
7.	Vincent Onyiego	CA - Secretary
8.	Andrew Wafula	awafula@next.co.ke
9.	Anita Topchoice	anita.wandia@topchoice.co.ke
10.	Eastra Team	info@eastrasolutions.co.ke
11.	Erick Kpondo	e.kpondo@vectorinternational.com
12.	Fredrick Omollo	fomollo@com21.co.ke
13.	Ian-LPS	i.nyamondi@legendpower.co.ke
14.	Mary	mary.mbugua@atlancis.com
15.	Sang	info@pinakimafrika.com
16.	Sam K. COM21	skinyanjui@com21.co.ke
17.	joseph	globaltecenterprises@gmail.com
18.	swanjiru@next.co.ke	swanjiru@next.co.ke

**3. Pre-bidder's Conference for CA/SCM/OT/39/2023-2024 - Open National Tender for upgrade of the Authority's Data Centre**

The CA team made a presentation on the tender and thereafter a Question and Answer (Q&A) session followed.

During the Q&A session, the following clarifications were sought by the prospective bidders and responses were provided as indicated in Table 2 below:

**Table 2: Clarifications sought during the pre-bidders' conference and the Authority's response thereto.**

NO.	BIDDER'S QUERY	CA RESPONSE
1.	<p>Mandatory Evaluation Item No. 7:</p> <p>Provide certified valid <b>ICT Authority (ICTA) certificates in Data Center Category 1</b> (Must be certified by Commissioner for Oaths)</p> <p>The specifications of the tender can be met by ICTA 3 and above</p>	<p><i>This requirement has been <b>amended</b> as follows:</i></p> <p><i>Provide certified valid <b>ICT Authority (ICTA) certificate in Data Center Category 2 and <u>above</u></b> (Must be certified by Commissioner for Oaths)</i></p>
2.	<p>Mandatory Evaluation Item No. 8</p> <p>Provide certified valid <b>ICT Authority (ICTA) certificates in ICT Networks Category 1</b> (Must be certified by Commissioner for Oaths)</p> <p>The specifications of the tender can be met by ICTA 3 and above</p>	<p><i>This requirement has been <b>amended</b> as follows:</i></p> <p><i>Provide certified valid <b>ICT Authority (ICTA) certificate in ICT Networks Category 2 and <u>above</u></b> (Must be certified by Commissioner for Oaths)</i></p>
3.	<p>Mandatory Evaluation Item No. 9</p> <p>Provide certified valid <b>ICT Authority (ICTA) certificates in Information Security Category 1</b> (Must be certified by Commissioner for Oaths)</p> <p>The specifications of the tender can be met by ICTA 3 and above.</p>	<p><i>This requirement <b>remains unchanged</b> as captured in the Tender document:</i></p> <p><i>Provide certified valid <b>ICT Authority (ICTA) certificates in Information Security Category 1</b> (Must be certified by Commissioner for Oaths)</i></p>
4.	<p>Mandatory Evaluation Item No. 10</p> <p>Provide certified valid <b>ICT Authority (ICTA) certificates in Systems and</b></p>	<p><i>This requirement has been <b>dropped</b></i></p>

NO.	BIDDER'S QUERY	CA RESPONSE		
	<b>Applications Category 1</b> (Must be certified by Commissioner for Oaths)			
5.	Mandatory Evaluation Item No. 13  A Valid License from the Energy and Petroleum Regulatory Authority as an <b>Electrical Contractor with minimum license class B-1</b> (Must be certified by Commissioner for Oaths)	<i>This requirement <b>remains unchanged</b> as captured in the Tender document:  A Valid License from the Energy and Petroleum Regulatory Authority as an <b>Electrical Contractor with minimum license class B-1</b> (Must be certified by Commissioner for Oaths)</i>		
6.	Mandatory Evaluation Item No. 14  A Valid Certificate of registration from the Office of the <b>Data Protection Commissioner as a data processor</b>	<i>This requirement has been <b>dropped</b></i>		
7.	Mandatory Evaluation Item No.25  Proof of OEM top tier Silver Level for Data Center Facilities	<i>This requirement has been <b>amended</b> as follows:  Proof of OEM top tier Expert/Silver/Premier Level for Data Center Facilities</i>		
8.	<b>C Technical Capacity Evaluation</b> Item No. 4: Key Personnel Resources  <b>Data Center Engineers</b> One (1) Lead Data Center facility implementation Engineer that must have an ICT related degree and certified as a CCNP, HCIP or equivalent in Data center facility deployment(Attach CV and Certificates as evidence) (5 Mks)	<i>This requirement has been <b>amended</b> as follows:  One (1) Lead Data Center facility implementation Engineer <b>MUST</b> have an <b>ICT related degree</b> and certified as a CCNP or HCIP or equivalent that is relevant in Data center facility deployment (Attach CV and Certificates as evidence) (5 Mks distributed as follows: Degree 3Mks, Certification 2Mks)</i>		
9.	Request for a Site Visit	<i>A <b>non-mandatory</b> site visit at the CA Centre will be conducted on <b>Friday, 9<sup>th</sup> February 2024</b> from 10:00 AM to 12:00 Noon</i>		
10.	Request to quote in dollar. Clarify if we can quote in USD; both hardware and software is procured in USD and with the current fluctuation on the exchange rate we cannot hedge on this in KES.  20.2 The Tenderer may express the Tender price in any currency. If the Tenderer wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than <b>two foreign currencies</b> in addition to Kenyan currency.	<i>Prices Quoted <b>MUST</b> be in Kenya Shillings as indicated in the tender document under the Instruction To Tenders, ITT 35.1 as extracted below:</i>  <table border="1" data-bbox="794 1630 1428 1697"> <tr> <td data-bbox="794 1630 941 1697">ITT 35.1</td> <td data-bbox="941 1630 1428 1697">PRICES QUOTED MUST BE IN KENYA SHILLINGS</td> </tr> </table>	ITT 35.1	PRICES QUOTED MUST BE IN KENYA SHILLINGS
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NO.	BIDDER'S QUERY	CA RESPONSE		
11.	Request for tender period extension	<p><i>Request for tender period extension has been <b>declined</b> and submission details remain as extracted below:</i></p> <p><b>Submission date: 14<sup>th</sup> February 2024 at 1030hrs EAT</b></p>		
12.	Kindly consider allowing JVs to enable participants get all the mandatory requirements	<p><i>This requirement <b>remains unchanged</b> as captured in the Tender document under ITT 4.1:</i></p> <table border="1" data-bbox="804 607 1453 698"> <tr> <td data-bbox="804 607 1026 698">ITT 4.1</td> <td data-bbox="1026 607 1453 698">Joint venture (JV)- Not allowed</td> </tr> </table>	ITT 4.1	Joint venture (JV)- Not allowed
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#### 4. A.O.B

There being no A.O.B, the meeting was adjourned at 11.55 am.

Confirmed on the <sup>17<sup>th</sup></sup>..... day of February 2024.

**Joseph Nzano**  
 Digitally signed  
 by Joseph Nzano  
 Date: 2024.02.08  
 15:02:08 +03'00'  
**Joseph Nzano**  
 Chairperson

  
**Vincent Onyiego**  
 Secretary