

**KCAA/CONF/1010/3/VOL.54 (79)**

**26<sup>TH</sup> SEPTEMBER, 2023**

**TO ALL INTERESTED BIDDERS**

**THE FIRST FINAL CLARIFICATIONS & RESPONSES ISSUED FOR  
TENDER FOR THE PROPOSED REFURBISHMENT AND CONVERSION  
OF MEZZANINE FLOOR TO A GYM AT JKIA TOWER BUILDING  
TENDER NO. KCAA/016/2023-2024.**

Following the various clarifications sought by bidders through the procurement email address provided and those made by Kenya Civil Aviation Authority, We hereby issue final clarifications and responses to all interested bidders who attended the mandatory site visit and expressed interest in bidding for the same.

The purpose of this letter is to forward to you the documented clarifications attached herein for your perusal and information as you prepare your bid.

Please note that this clarification shall be read and constructed as part of the bidding document.

The closing date of the tender shall remain as advertised, **Wednesday, 4<sup>th</sup> October, 2023** at **11.00 a.m.** local time.

We wish you all the best as you prepare to submit your bids.



**Alice Kandira**  
**FOR: DIRECTOR GENERAL**



# KENYA CIVIL AVIATION AUTHORITY

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## **MINUTES OF PRE-BID MEETING FOR THE PROVISION PROPOSED REFURBISHMENT AND CONVERSION OF MEZZANINE FLOOR TO A GYM AT JKIA TOWER BUILDING TENDER NO: KCAA/016/2023-2024: FOLLOWING A PRE-BID MEETING HELD ON TUESDAY 26<sup>TH</sup> SEPTEMBER, 2023 AT 11.00 A.M. AT JKIA CONTROL TOWER BUILDING:**

### **1. Objective of the meeting**

Kenya Civil Aviation herein referred to as KCAA invited bid for the refurbishment and conversion of mezzanine floor to a gym at JKIA tower building.

KCAA advertised the tender for the refurbishment and conversion of mezzanine floor to a gym at JKIA tower building on Tuesday, 19<sup>th</sup> September, 2023. Prospective bidders were notified both in the advert and in the bidding documents that a mandatory pre-bid meeting would be held on **Tuesday 26<sup>th</sup> February, 2023** at 11.00am at JKIA, Air traffic control tower.

This mandatory pre-bid meeting was to accord the interested bidders an opportunity to seek clarifications pertaining to the advertised tender.

### **2. Attendance of the meeting**

The meeting started as per the scheduled time and was attended by fifty six (56) interested bidders' representatives and four representatives of KCAA.

The names of firm's representatives and other particulars of those who attended the meeting is in file.

It was agreed that a copy of the pre-bid meeting minutes, the attendance register, and clarifications offered by KCAA on all the issues raised by bidders will be uploaded to the KCAA website on 27<sup>th</sup> September, 2023 before close of business.

### **3. Introduction**

The chairman introduced the KCAA team and thereafter, bidders present introduced themselves and the companies they were representing.

**List of bidders who attended the mandatory pre-bid meeting were fifty six representatives (attendance register in file).**

For Director General  
Kenya Civil Aviation Authority  
P. O. Box 30163 - 00100,  
NAIROBI.



**RESPONSE TO CLARIFICATIONS SOUGHT BY INTERESTED BIDDERS VIA EMAIL AND DURING A MANDATORY SITE VISIT FOR THE PROPOSED REFURBISHMENT AND CONVERSION OF THE MEZZANINE FLOOR TO A GYM AT THE JKIA TOWER BUILDING: TENDER NUMBER KCAA/016/2023-2024.**

	<b>Clarifications Sought by bidders/Validations by KCAA</b>	<b>KCAA's Response</b>
1.	The drawing is not provided in the bid document	The drawing has now been provided with clarifications.
2.	Where will the washrooms for the projects be positioned?	This will be agreed upon with the bidder who will be awarded the contract and project team (provided in the tender document)
3.	Will there be a ceiling to be done in the whole room?	Yes. Gypsum ceiling shall be done.
4.	There is no provision for firefighting equipment in the BQs	A temporary one for the time being by the organization.
5.	Are there other requirements apart from what has been provided by mandatory requirements	Should present a Gantt chart (project schedule for 3 months).
6.	In the tender document, appendix 35.2 indicates firms under youth with AGPO certificates can participate. But preliminary No. 7 states women	The advertisement is indicated as for citizen contractors, and this will still apply. Reference on AGPO is an error.
7.	Is the moonlight vents going to be addressed?	Yes. The ones that will not be flashing with the ceiling, simply as described in the provided documents.
8.	Is the floor going to be level with the platform?	No. The structure is old, and we cannot add some dead loads. In addition, we cannot take them off because of the existing concrete class. Although in the changing rooms, we are going to, because of gulley traps and plumbing works.
9.	Is roof leakage part of the scope	Yes. Where the stormwater pipe is discontinued, but if we observe some leakages during the rainy season authority addresses them.
10.	Is the water storage provided for?	Yes. Two tanks as specified in the document.

		Bidders were informed to work with the provided specifications. Further, no one would instruct the successful bidder to do works that were not part of the bill of quantities, like the event of the firefighting.
11.	Closing/Opening Date	All bidders are to note that the tender closing/opening date remains as advertised – <b>Wednesday, 4<sup>th</sup> October 2023 at 11 am there will be no extension.</b>



**Manager Procurement**  
**FOR: DIRECTOR GENERAL**

**Date: 27<sup>th</sup> September, 2023**

*For Director General*  
**Kenya Civil Aviation Authority**  
P. O. Box 30163 - 00100,  
NAIROBI.