



Ministry of Investments, Trade and Industry

State Department for Industry

MINUTES OF THE PRE-TENDER SITE VISIT MEETING HELD ON 8TH OCTOBER, 2026
TENDER NO. MITI/SDI/007/2026-2027 TENDER FOR SUPPLY, DELIVERY,
INSTALLATION, COMMISSIONING, TESTING, TRAINING AND TWO (2) YEAR
TECHNICAL SUPPORT FOR WAJIR COUNTY AGGREGATION INDUSTRIAL PARKS
(CAIPS) CAMEL MILK PROCESSING EQUIPMENT

Min. No 1. Introduction and Opening Remarks.

The site visit commenced at 10.00 am and was facilitated by officials 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, 95% completion rate
- c. **Availability of utilities**
 - **Electricity**-Three-phase electricity was available and connected up to the industrial park at the proposed equipment location **CAIP**

- **Water Supply:** Borehole water was available on site, however the team noted that it was hard water which will require purification before being used in milk processing.
- d. **Other Observations-** There was concern about waste management given that milk processing will require waste management process at the end.

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 29th 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 16th floor.
- **Extension of Tender Submission Date:** The bids submission deadline for the all the Seventeen (17) tenders was extended from **Friday, 23rd October, 2026 at 11am** to **Friday, 30th October, 2026 at 11am**.

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

- **Water Supply** - the team noted that only hard water was available on site which will require purification before being used in milk processing.
- **Waste Management** - There was concern about waste management given that milk processing will require waste management process at the end.

Response: Since the above utilities formed key part of the tendering process, bidders were informed that an addendum would be issued and they were therefore requested to submit all queries through the official tender communication channels i.e. email procurement@industrialization.go.ke.

Min. No 6. Key Issues requiring follow up

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

Min. No 7. Conclusion

The pre-tender 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.

Tender site visit team