

LAKE VICTORIA SOUTH WATER SERVICES BOARD

CONSTRUCTION OF OSENO DAM

Tender No: LVSWSB/T/12/2018-2019

MINUTES OF PRE-TENDER SITE VISIT HELD ON THURSDAY, 17TH JANUARY 2019
AT OSENO DAM

Present:

The signed attendance sheets are given in **Appendix 1**

Agenda:

1. Introductions
2. Opening Remarks by LVSWSB
3. Brief on Scope of Works and Particular Conditions of Contract
4. General Questions by Bidders
5. Site Visit to the following Project Sites: -
 - Proposed reservoir
 - Cattle trough
 - VIP Latrines
6. Additional Questions by Bidders
7. Any Other Business and Departure

Minutes:

1.0	<u>Introduction</u>
	<p>The Chairman welcomed members to the Pre-Tender Meeting for the Tender: Construction of Oseno Dam: Tender No: LVSWSB/T/12/2018-2019. The Chairman outlined a brief background of the overall Project.</p> <p>The Pre-Tender Meeting was held pursuant to Instruction to Tenders (ITT) Clause 7.3 and the tender advertisement notice dated 8th January, 2019.</p> <p>Self-introduction was conducted by all parties present.</p>
2.0	<u>Opening Remarks by LVSWSB's Representative</u>
	<p>The Bidders were urged to keenly observe the existing environment and ensure that existing services were not interrupted during the construction period. Notably the water kiosk next to the dam.</p> <p>The Bidders' representatives were informed that only issues requiring General Clarifications should be raised during this Pre-Tender site.</p>
3.0	<u>Project Briefing</u>
	<p>The Chairman gave a brief on the Project and Tender Procedure as follows:</p>

Minutes:	
3.1	<u>Tender Closing Date</u>
	The bidders were reminded that the tender closing date is 24 th January, 2019
3.2	<u>Scope of Works</u>
	The Chairman outlined Scope of Works is as follows:- <ul style="list-style-type: none"> i.) Construction of the reservoir ii.) Construction of the draw off system iii.) Construction of VIP latrine and bathrooms iv.) Construction of cattle trough v.) Fencing vi.) Training
3.2	<u>Construction Period</u>
	The Construction Period for the Proposed Works is 3 months.
3.3	<u>Evaluation and Qualification Criteria</u>
	The Bidders were informed that the " Evaluation Criteria " as stipulated in the Tender Documents will be strictly adhered to without any deviations.
3.4	<u>Tender Forms</u>
	Bidders were explicitly reminded to submit duly filled Tender Forms in the Tender Document.
3.5	<u>Employment of Locals</u>
	Bidders were advised to utilize locally available skills by employing residents in the project area as much as possible during Construction Supervision
4.0	Site Visit to the Proposed Project locations: -
	<p>After general briefing of the Scope of Works and pertinent Contractual issues relating to the proposed Works by the Chairman, the participants visited the proposed project locations of the key components of the proposed Works.</p> <p>Site Visit was conducted at the following Project locations;</p> <ul style="list-style-type: none"> • Proposed reservoir • VIP latrine and bathrooms • Cattle trough • Spillway <p>The queries and clarifications sought by the bidders were noted and captured as shown under Minute No. 5 including responses for each query.</p>

Minutes:

5.0 General Questions by Bidders

The following are the bidders questions and corresponding responses given by the Employer;

a) *Who owns the land?*

This is public land since the colonial times. It has always been this dam's location. Nobody has laid claim to it.

The community members present confirmed that the site is Government land and if required, registration documents for the same are available for scrutiny

b) *Where is the nearest large source of water?*

Lake Victoria is the largest water body nearby. There are several water kiosk around but that water may not be adequate. Contractor has to make own arrangements on the source of water for the construction.

The Contractors were reminded that salty water would not be permitted in concrete works.

6.0 Any Other Business

There being no other business the meeting concluded at 13:30Hrs

Minutes by LVSWSB

Name..... WILFRED K. OBAE Sign..... [Signature] Date..... 21/01/19

Name..... Samuel Chacha Sign..... [Signature] Date..... 21/1/19