



SPECIAL ECONOMIC ZONES AUTHORITY

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MINUTES OF PRE-BID SITE MEETING FOR THE PROPOSED INSTALLATION OF WATER RETICULATION NETWORK AT NSEZ(SEZA/1091/0109/2025-26) HELD ON 11TH JUNE 2026 FROM 12.00PM TO 2.00PM AT NAIVASHA ADMINISTRATION BLOCK AT NAIVASHA SEZ.

1. Members Present

1. Okumu Otieno, Manager, SCM – Chairing
2. Billy Omolloh, Principal Engineer
3. Ernest Kinoti, Civil Engineer
4. Tabitha Wangari, SCM
5. Brian Mutinda, HR & Administration
6. Mole Mutisya Annah, PE Naivasha Water & Sanitation Company.
7. Charles Ndumia W, PI Naivasha Water & Sanitation Company.

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2. Bidders Present

1. M/s. Lipton Investment Limited
2. M/s Sanabil General Suppliers Limited
3. M/s Amexton Engineering Limited
4. M/s. Safarick Enterprises Limited

3. Agenda

1. Introduction
2. Briefing on the Tender mentioned above
3. Site Inspection
4. Question and Answer Session
5. Signing of Site Visit Form and Attendance Register
6. AOB

AGENDA	DESCRIPTION
1.1.0	Introduction
	The meeting was called to order by Okumu Otieno at 1200hrs followed by self-introductions.
2.1.0	Briefing on the Tender mentioned above
	Bidders Present were briefed by Engineer Billy on Tender No. SEZA/1091/0109/2025-26. The firms that attended the site visit are: <ol style="list-style-type: none"> 1. M/s. Lipton Investment Limited 2. M/s Sanabil General Suppliers Limited 3. M/s Amexton Engineering Limited 4. M/s. Safarick Enterprises Limited
3.1.0	Site Inspection
	Bidders were taken through the proposed project area and briefed on the scope of the intended works.
4.1.0	Question and Answer Session
	No questions were raised during the question-and-answer session.
5.1.0	Signing of Site Visit form and Attendance Register
	All prospective bidders present were requested to sign the site visit form and the attendance register
6.1.0	AOB
	There being no other business, the meeting ended at 2:00pm.

Prepared By:

Sign: 

Date: 11/06/26

Tabitha Wangari
SCM

Approved By:

Sign: 

Date: 11/06/2026

Okumu Otieno
Manager, SCM