

MINUTES OF THE PRE-BID AND SITE VISIT MEETING FOR PROVISION OF MAINTENANCE AND SUPPORT SERVICES OF ICT NETWORK INFRASTRUCTURE FOR PARLIAMENTARY SERVICE COMMISSION HELD ON 7TH APRIL, 2026 AT GROUND FLOOR PROTECTION HOUSE AT 11.00 A.M.

Members Present

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| 1. Ms. Ruth Nang'ole, Senior ICT Officer | Chairperson |
| 2. Mr. Caleb Machuki, Telephone Supervisor | Member |
| 3. Mr. Alex Oloo, ICT Officer | Member |
| 4. Mr. Benard Langat, SCM Officer I | Secretary |
| 5. Ms. Mildred Nanjala, Security Warden | Secretariat |

FIRM'S REPRESENTATIVES PRESENT.

S/NO.	FIRM'S REPRESENTATIVE	FIRM'S NAME	E-MAIL ADDRESS
1.	Mr. Ali Sang	Frontier Optical Networks Limited	tenders@fon.co.ke
2.	Ms. Hellen Muram	Nightigale EA Limited	nightigale@nightigale.co.ke
3.	Mr. Brian Cheruiyot	Finsys Limited	bids@finsys-group.com
4.	Mr. Duncan Gitau	ComTwentyOne Limited	info@com21.co.ke
5.	Mr. Victor Ougo	KAB Group Limited	victor.kabgroup.co.ke
6.	Mr. Eric Magero	Softcom Nova Solutions Limited	info@softcom.co.ke
7.	Mr. Moses Shiundu Otieno	Widebytes Solutions Limited	shiundu@widebytessolutions.com
8.	Mr. Francis Ooko	Intergrated Supplies and Consultancy Limited	sales@intergratedsupplies.net
9.	Mr. Titus Kilonzo	Verocity Connections Limited	info@verocity.co.ke

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Agenda

1. Opening Remarks
2. Pre-bid
3. AOB

Min. No. PJS/014/Pre-bid/01/2026 – Opening remarks

The Chairperson called the meeting to order at 11:00am. She welcomed all the Committee members present and the firm's representatives to the meeting. She then went ahead to elaborate the purpose of the meeting, with the main one being, receiving of any queries or clarifications from the prospective bidders touching on the subject tender exercise.

Min. No. PJS/014/Pre-bid/02/2026 – Pre-bid

The Chairperson invited the prospective bidders present to seek clarifications and ask any questions they might have arising from *Tender Document No: PJS/014/2025-2026*.

The following questions and accompanying responses arose as follows:

Prospective Bidder	Questions	Answers
PB 1	A prospective bidder enquired whether there was a firm currently contracted to provide maintenance and support services for network infrastructure.	The Committee informed the prospective bidders that there was an existing contract for firms providing the maintenance and support services for the network infrastructure but was set to come to an end hence the reason for tender advertisement for the same.
PB 2	A prospective bidder made an enquiry on whether all the servers were under manufacturer's support.	The Committee informed the prospective bidders that support services can be sourced from the manufacturer or open market for the support licenses with regards to compatibility.

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<p>PB 3</p>	<p>A prospective bidder sought to know whether they can get serial numbers for the active equipment within PSC.</p>	<p>The Committee informed the prospective bidders that for security reason they cannot be given the serial numbers for the active equipment. However, they can channel their request to the office of the Director General, PJS through the official mail or address as was specified in the tender document.</p>
<p>PB 4</p>	<p>A prospective bidder made an enquiry on whether they can provide the same switches as specified in the tender document.</p>	<p>The Committee informed the prospective bidders that they can provide the same switches as specified or a provide a higher version that is available in the market.</p>
<p>PB 5</p>	<p>A prospective bidder enquired whether as at now or in the recent past if there has been any major reported server downtime.</p>	<p>The Committee informed the prospective bidders that there has never been any major reported breakdown or downtime except isolated cases of power surges which are timely diagnosed and rectified by both internal and external service providers</p>

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The Committee informed the prospective bidders that they should ensure that their documents are serialized, paginated and provide a table of contents at the point of submission. They were informed to adhere to the timelines and deadline of submission of the documents. The prospective bidders signed an attendance register circulated amongst them and thereafter proceeded for a site-visit. The areas earmarked for site visit where the servers are domiciled are as follows;

- Main parliament
- Bunge Towers
- Protection House

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Min. No. PJS/014/Pre-bid/03/2026- AOB.

There being no any other business, the meeting was adjourned at 1.30 p.m and the bidders left at their own pleasure.

Confirmed and signed by:

1. Ms. Ruth Nang'ole, Senior ICT Officer

2. Mr. Caleb Machuki, Telephone Supervisor

3. Mr. Alex Oloo, ICT Officer

4. Mr. Benard Langat, SCM Officer I

R.N 08/04/2026
Chairperson

Woo 8/4/2026
Member

Waganda 8/4/26
Member

Benard Langat 08/04/2026
Secretary