



CULTURE INFORMATION AND PASTORALIST DEVELOPMENT  
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## **THE TENDER AWARD MEETING MINUTE HELD ON 10/03/2022 AT OBBITU CHILDREN HOME**

### **MEMBERS PRESENT.**

1. Mr.Abdub Halake – committee chairman
2. Mr.Abdi Okotu – committee secretary
3. Mr.Gufu Duba – Mondeco Representative – member
4. Mr.Paul Guyo – representative OVC management
5. Mrs.Mariam Bonaya – Representative OVC management

Also in attendance are the bidders who are 9 applicants for Maize and beans and 3 for foodstuffs from the shops

### **Agenda:**

1. Introduction.
2. Tender Opening and Awarding.

### **Min./01/ 2022: INTRODUCTION**

The meeting began exactly at 10.00am with a word of prayer from Mr.Gufu Duba. Mr.Gufu Guyo who was not a member of the tender committee made introductory remarks before leaving. He welcomed and thanks all members for arriving in time. He went ahead and thank all the bidders of this year's tender for responding to our tender advert and trying the opportunity to serve CIPAD in assisting sololo community. He appeal to them that this tender is competitive and one person or two will win therefore if not you, kindly don't lose hope continue trying even next year.

After this opening remarks Mr.Gufu left the whole process to Mr.Abdub.

Mr.Abdub who is the committee chairman welcomed all bidders to the tender opening and awarding meeting. He said everything shall be done in front of you.

The chairman introduced various criteria and conditions to be followed in identifying the winner among them are.

1. He/She must be practicing the business applied for. Are they in the market?
2. Price- The price must be reasonable i.e. not very high or not very low.
3. Transport- the winners must take transportation of items to Obbitu children home
4. Capacity –the winner must be able to provide the items required on time.
5. Quality of items provided must be to the standard specified by CIPAD.

### **MIN. 02/2022-TENDER OPENING AND AWARDING**

In his climate setting speech the chairman reminded the bidder that before the process of tender opening start everybody here are part of this process therefore feel free to interact with us you can raise a question where you have not understood.

The envelopes were opened by the Chairman one after the other while reading loudly the name of the bidder and the items applied for.

1. Diadhi Investment ----- shop
2. Hassan Wario-----shop
3. Kayo shop-----shop
4. Dahabo-----HBC food
5. Gumi enterprise-----HBC food
6. Obbu Mart-----HBC food
7. Halima Jillo-----HBC food
8. Ahado Guracha-----HBC food
9. Biliko -----HBC food
10. Habiba Mohamed-----HBC food
11. Ramata Cereals-----HBC food
12. Diadhi Investment-----HBC food.

### **OBBITU FOOD FROM SHOP**

This item has attracted 3 bidders, Kayo Shop, Diadhi Investment and Hassan Wario.

The chairman open the tender document as everybody witness said that we shall be using tender analysis form to compare the price of the items on various forms

On the tender analysis form Kayo shop was identified as Bidder/ seller No. 1, Hassan Wario Bidder No. 2 and Diadhi Investment as Bidder No.3

The analysis began for 3 shops done in front of the owners as they witness.

**Process 1.** All was confirmed that they are practicing what they applied for.

**Process 2. Pricing-** Quotation form bidder 3 was identified as incomplete due to some items such as Unga, powder milk has no price written against them. Therefore bidder 3 was disqualified automatically and she accepted.

Seller 1 and 2 remain.

The pricing total was made for the 2 bidders 1 was 24,550ksh and 2 was 23,800 ksh the difference was 750 kshs

Although bidder 2 was serving CIPAD for so long the committee agreed that Ksh 750 was higher, bidder 1 will miss because of the high price.

Bidder 2 has capacity and transport therefore bidder 2 carried the day and was awarded this year's food supply to Obbitu.

## **Tender For Cereals**

This item has attracted 9 bidders from shop and has been identified as follows on the tender analysis form.

1. Halima Jillo
2. Gumi enterprise
3. Dahabo
4. Obbu Mart
5. Ahado
6. Biliqo
7. Diadhi
8. Habiba Mohamed.
9. Ramata Cereals

The bidder were also witnessing this process for the purpose of transparency

**Process.1.** All bidders were identified as those in the market.

**Process 2.** Some quoted high prices they are bidder 1,2,3 and 7 while other quoted lower price. They are bidder 4,8,9

Bidder 5, 6 and 8 quoted the market price of 120sh and 50 ksh per kilo for beans and Maize respectively.

Now the bidders 5, 6 and 8 were awarded the supply of HBC food for this year 2022

The other bidders were made to accept the process and the meeting ended with a word of prayer at 12.00pm.

**Minute compiled By. Abdi Okotu**

**Confirmed By. ----*Abduba Halake*-----**