



REPUBLIC OF ZAMBIA
PROVINCIAL ADMINISTRATION
EASTERN PROVINCE

**MINUTES FOR PRE-BID MEETING
FOR
TENDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF TWENTY-ONE (21)
CONTAINERIZED SOLAR POWERED COLD STORAGE FACILITIES FOR FARMER LED
IRRIGATION SCHEMES UNDER THE ZAMBIA INTEGRATED FOREST LANDSCAPE PROJECT
(ZIFLP). TENDER NO. MNDP/ZIFLP/GO/002/2020
OF
EASTERN PROVINCE**

Procurement Unit
Provincial Administration
P. O. Box 510019
CHIPATA

13th October, 2020

1.0. INTRODUCTION

1.1 The Government of the Republic of Zambia has obtained a loan from the World Bank (WB) for the Zambia Integrated Forest Landscape Project (ZIFLP) being implemented through the Ministry of National Development Planning and intends to apply part of these funds towards the contract for the supply, delivery and installation of Twenty One (21No.) Solar Power Containerized Cold Storage for Farmer Led Irrigation Scheme in Eastern Province.

2.0 OPENING REMARKS

2.1 The Pre-bid meeting was held for the tender for the supply, delivery and installation of Twenty One (21No.) Solar Power Containerized Cold Storage for Farmer Led Irrigation Scheme in Eastern Province. The meeting commenced at 10:06 hours and was chaired by Mr. Teddy Musonda, Head-Procurement & Supplies Unit. He welcomed all persons present and thanked them for attending the proceedings. Further, the Chairperson informed the prospective bidders that the pre-bid meeting was not mandatory, hence prospective bidders in attendance as well as those absent were all eligible to bid.

IN ATTENDANCE

INTERNAL

PROCUREMENT AND SUPPLIES UNIT AND MINISTRY

| # | NAME | POSITION |
|---|-------------------|---|
| 1 | Teddy Musonda | Head Procurement and Supplies Unit - EPPA |
| 2 | Aaron C. Ng'onga | Procurement Officer - EPPA |
| 3 | Benard Chungu | Provincial Irrigation Engineer-MoA |
| 4 | Mushanyi Simutowe | Engineer-MoA |

EXTERNAL

| # | NAME | ORGANISATION |
|---|-----------------|--------------------------|
| 1 | Josephine Banda | CAMCO Equipment Limited |
| 2 | Gift Thole | Lukami Limited |
| 3 | Daniel Banda | Ndkay Zambia Ltd |
| 4 | Chilzo Phiri | Refrigeration Agency Ltd |

| | | |
|---|------------------|-----------------------------|
| 5 | Patrick Namugera | Reworks Limited |
| 6 | Botha Sayili | Liquid Logik |
| 7 | Peter Mwale | Liquid Logik |
| 8 | Kopa Muyabala | Overland Distributor/Nakale |

3.0 DELIBERATIONS -Procurement Unit

- 3.1 The Chairperson informed present prospective bidders that the contract will be one, all 21 sites will be awarded to one successful bidder.
- 3.2 Attention was drawn from ITB 14.5 and all the prospective bidders present were encouraged to read the instructions to bidders (ITB) in the bid document.
- 3.3 The prospective bidders were further informed that the pre-bid meeting was not mandatory and prospective bidders who have not attended shall not be penalised. However, the Chairperson encouraged those who need to do their personal arrangement to do site visit at their cost to do so. The members were further informed that a list of distances from the district to where the sites are located will be shared with all prospective bidders as a way of helping bidders to price correctly. In addition, prospective bidders were informed that information for access to sites in the district can be obtained through the office of the District Commissioner.

4.0. DELIBERATIONS-Engineering Department

- 4.1 The Engineer, Mr. Bernard Chungu addressed the prospective bidders on technical matters. He informed them that the sites in the tender as in the table below:

| S/No | District | Site | No |
|------|-----------|----------------------------|----|
| 1 | Nyimba | Nsaika | 1 |
| 2 | Petauke | Nyamphande and Kaulu | 2 |
| 3 | Lusangazi | Mawanda | 1 |
| 4 | Sinda | Sinda village and Kathumba | 2 |
| 5 | Katete | Kagoro and | 2 |

| | | Chipilingu | |
|----|------------|-----------------------|---|
| 6 | Chadiza | Zingalume and Kamanga | 2 |
| 7 | Vubwi | Zozwe, and Mbande | 2 |
| 8 | Chipata | Chiswa and Jerusalem | 2 |
| 9 | Kasenengwa | Kamlaza | 1 |
| 10 | Chipangali | Rukuzye | 1 |
| 11 | Lundazi | Kakumba | 1 |
| 12 | Lumezi | Kapongolo | 1 |
| 13 | Lundazi | Vuu and Mchereka | 2 |
| 14 | Mambwe | Mhkanya | 1 |

4.2 The Engineer informed the prospective bidders that the total distance between sites in the Districts is 600km and the size of the containers will be 40ft whose size is 20tons (20,000kgs).

5.0 Question 1

5.0.1 The prospective bidders wanted to know the temperature for the proposed cold storage.

5.1 Answer 1

5.1.1 The prospective bidders were informed that temperature required was of 0.5 Degree on average as specified in the technical specifications section of the bidding document.

5.2 Question 2

5.2.1 Prospective bidders wanted to know the capacity of the container.

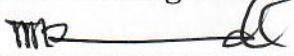
5.3 Answer 2

5.3.1 The prospective bidders were informed that it is expected that the proposed cold storage facility must hold 2tons (2,000kgs) of the produce at a particular time.

5.3.2 In conclusion, prospective bidders were informed that after delivery, supply and installation, warranty of 1 year minimum is required and the contract will include capacity building in terms of training a technician on each site.

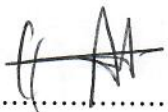
6.0 A.O.B

There being no other business the Chairperson thanked everyone in attendance and declared the meeting closed at 10:27 hours.

SIGN:  DATE: 16, 10, 2020

Mr. Teddy Musonda

CHAIRPERSON

SIGN:  DATE: 16, 10, 2020

Mr. Aaron C. Ng'onga

SECRETARY