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REPUBLIC OF KENYA

NGEC National Gender and Equality Commission

MINUTES OF TENDER OPENING COMMITTEE FOR TENDER FOR PROVISION OF CATERING SERVICES (FRAMEWORK AGREEMENT), TENDER NO. NGEC/FA/CAT/04/2025-2026 (RE-ADVERTISEMENT) HELD IN THE C.E.O'S BOARDROOM ON 26TH JUNE, 2026 STARTING AT 11.00 AM.

PRESENT

1.	Benard Sompoika	NGEC	Chairperson
2.	Hellen Kogo	NGEC	Member
3.	Daniel Gichumbi	NGEC	Member
4.	Amon Wamuti	NGEC	Secretary

AGENDA

1. Closure of Submission of Tenders
2. Preliminaries
3. Opening of Tenders
4. Observations
5. Signing of Tender Documents
6. AOB

Min 01/NGEC/FA/CAT/04/2025-2026: Closure of Tender Submission

The submission of tender documents was officially closed on 25th June, 2026 at 11. 00 a.m. as stipulated in the tender advertisement but opening was done on 26th June, 2026 at 11.00am due to protests that disrupted public transport in most parts of the country on 25th June, 2026.

Min 02/NGEC/FA/CAT/04/2025-2026: Preliminaries

The Chair called the meeting to order at 11.00am with a word of prayer from Benard Sompoika. The Chair welcomed members to the meeting.

Afterwards, the Chair briefly highlighted the steps to be followed by committee members in undertaking the tender opening process. The steps were as follows;

1. Confirm the total number of tenders received.
2. To open each tender document and read aloud the name of the bidder.
3. To check and read aloud the prices quoted on the Form of Tender.

The chair confirmed that the total number of bids received were 12.

Min 03/NGEC/FA/CAT/04/2025-2026; Opening of Tenders

Tender Opening process started at exactly 11.00am, and the results for the opening exercise were as shown below;

Bidder Number	Name of Bidder
1	Kafoca-Mukuru Studyville Ltd
2	Kilimanjaro Upper Hill Ltd
3	Garden Restaurant Ltd
4	Homes Resort Ltd
5	Weston Hotel Ltd
6	Barsalinga Towers Ltd
7	The Encore Hotel
8	Kipevu Restaurant Ltd
9	Digest Ventures
10	Kuleni Foods Ltd
11	Stardom Hotels Ltd
12	Nadmar Caterers

Summary of Prices Quoted By Bidders

(NGEC Head Quarters)

		BIDDERS								
	Requirement	**1**	**2**	**3**	**5**	**8**	**9**	**10**	**11**	**12**
1.	Tea/Coffee/Chocolate	200	297.50	180	600	80	150	140	250	150
2.	Soft Drinks 500ml e.g soda	100	119	150	350	100	120	100	250	100
3.	Fresh Juice 500ml	300	250	350	500	200	150	100	350	300
4.	Mineral Water (Keringet) 500ml	100	100	200	300	100	100	100	250	120
5.	Standard Breakfast	1,000	406	500	3,300	300	250	240	1,200	800
6.	Medium Breakfast	1,300	522	650	3,500	800	350	360	1,200	800
7.	Executive Breakfast	1,600	1,392	1,100	4,000	1,200	1,400	760	2,000	1,200
8.	Standard Lunch	1,000	580	1,200	3,200	800	650	600	2,000	700
9.	Medium Lunch	1,500	928	1,750	4,000	1,000	1,800	1,100	2,000	1,000
10	Executive Lunch (Buffet)	2,500	1,972	2,100	4,300	1,500	2,500	1,990	3,000	2,000

(Nakuru Regional Office)

		BIDDERS			
	Requirement	**1**	**7**	**8**	**11**
1.	Tea/Coffee/Chocolate	180	600	50	250
2.	Soft Drinks 500ml e.g soda	100	600	60	250
3.	Fresh Juice 500ml	280	100	100	350
4.	Mineral Water (Keringet) 500ml	100	600	80	250
5.	Standard Breakfast	1,000	4,000	160	1,200
6.	Medium Breakfast	1,300	4,500	220	1,200
7.	Executive Breakfast	1,500	5,000	500	2,000
8.	Standard Lunch	1,000	4,000	650	2,000
9.	Medium Lunch	1,400	4,500	950	2,000
10	Executive Lunch (Buffet)	2,350	5,500	1,410	3,000

(Kisumu Regional Office)

		BIDDERS		
	Requirement	**1**	**4**	**11**
1.	Tea/Coffee/Chocolate	200	300	250
2.	Soft Drinks 500ml e.g soda	100	100	250
3.	Fresh Juice 500ml	300	300	350
4.	Mineral Water (Keringet) 500ml	100	1,500	250
5.	Standard Breakfast	1,000	1,300	1,200
6.	Medium Breakfast	1,300	1,300	1,200
7.	Executive Breakfast	1,600	1,500	2,000
8.	Standard Lunch	1,000	1,500	2,000
9.	Medium Lunch	1,500	1,600	2,000
10	Executive Lunch (Buffet)	2,500	1,600	3,000

(Kitui Regional Office)

		BIDDERS		
	Requirement	**1**	**8**	**11**
1.	Tea/Coffee/Chocolate	180	50	250
2.	Soft Drinks 500ml e.g soda	100	50	250
3.	Fresh Juice 500ml	350	80	350
4.	Mineral Water (Keringet) 500ml	100	50	250
5.	Standard Breakfast	1,300	130	1,200
6.	Medium Breakfast	1,600	200	1,200
7.	Executive Breakfast	1,850	380	2,000
8.	Standard Lunch	1,500	480	2,000
9	Medium Lunch	2,000	780	2,000
10	Executive Lunch (Buffet)	2,800	1,100	3,000

(Garissa Regional Office)

		BIDDERS	
	Requirement	**1**	**11**
1.	Tea/Coffee/Chocolate	200	250
2.	Soft Drinks 500ml e.g soda	100	250
3.	Fresh Juice 500ml	350	350
4.	Mineral Water (Keringet) 500ml	100	250
5.	Standard Breakfast	1,300	1,200
6.	Medium Breakfast	1,600	1,200
7.	Executive Breakfast	2,000	2,000
8.	Standard Lunch	1,500	2,000
9.	Medium Lunch	2,000	2,000
10	Executive Lunch (Buffet)	2,800	3,000

(Malindi Regional Office)

		BIDDERS	
	Requirement	**1**	**11**
1.	Tea/Coffee/Chocolate	200	250
2.	Soft Drinks 500ml e.g soda	100	250
3.	Fresh Juice 500ml	350	350
4.	Mineral Water (Keringet) 500ml	100	250
5.	Standard Breakfast	1,300	1,200
6.	Medium Breakfast	1,600	1,200
7.	Executive Breakfast	2,000	2,000
8.	Standard Lunch	1,500	2,000
9.	Medium Lunch	2,000	2,000
10	Executive Lunch (Buffet)	2,800	3,000

(Isiolo Regional Office)

		BIDDERS		
	Requirement	**1**	**6**	**11**
1.	Tea/Coffee/Chocolate	200	200	250
2.	Soft Drinks 500ml e.g soda	100	100	250
3.	Fresh Juice 500ml	350	200	350
4.	Mineral Water (Keringet) 500ml	100	80	250
5.	Standard Breakfast	1,300	500	1,200
6.	Medium Breakfast	1,600	1,000	1,200
7.	Executive Breakfast	2,000	1,300	2,000
8.	Standard Lunch	1,500	850	2,000
9.	Medium Lunch	2,000	1,000	2,000
10	Executive Lunch (Buffet)	2,800	1,300	3,000

Min 04/NGEC/FA/CAT/04/2025-2026: General Observations

- There was no evidence of withdrawal of tender in writing.
- No bidders' representatives attended the tender opening.

Min 05/NGEC/FA/CAT/04/2025-2026: Signing of Documents.

The tender opening exercise was concluded successfully, members signed and initialized on each tender document as guided and as provided for in Section 78 of the PPADA Act 2015.

AOB.

There being no other business, the meeting ended at 1.45pm.

Signed by:

No.	Name	Designation	Signature	Date
1.	Benard Sompoika	Senior Monitoring and Evaluation Officer		26/6/2026
2.	Hellen Kogo	Administration Officer		26/6/26
3.	Daniel Gichumbi	I.C.T Officer		26/6/26
4.	Amon Wamuti	Supply Chain Management Officer		26/6/2026