



CENTRAL BANK OF KENYA

TENDER REF NO: CBK/119/2024-2025

**MINUTES OF THE PRE-BID MEETING HELD ON 24TH APRIL 2025 AT 10.30 A.M
IN THE ICT CONFERENCE ROOM/ONLINE FOR TENDER FOR PROVISION OF
ANNUAL SOFTWARE LICENSES AND SUPPORT FOR FORTINAC NETWORK
ACCESS CONTROL TO CENTRAL BANK OF KENYA FOR A PERIOD OF THREE
YEARS.**

PRESENT

1. Central Bank of Kenya CBK, Procurement Division
2. Central Bank of Kenya CBK, Information Technology Department
3. Two (2) vendors, 2 representatives

Minute 1. Introductions

The meeting started at 10.30 a.m. and participants from both the CBK, and prospective bidding vendors were introduced.

Minute 2. Brief Presentation of the Technical Requirements of the envisaged solution.

A presentation of the technical requirements of the envisaged solution was made to the vendors' representatives by Information Technology Department's representatives.

The vendors' representatives confirmed that they all reviewed the documents and understood the technical requirements in the tender document.

Minute 3: Brief Presentation of the Tender document

A brief presentation of the tender document was made to the vendors' representatives. They were informed of the use of the new standard tender document as recommended by the Public Procurement Regulatory Authority (PPRA).

The bidders were taken through the evaluation criteria that requires the prospective bidders to meet the mandatory requirements, technical evaluation on scope and capacity to deliver, financial evaluation, due diligence, and the recommendation of award. Bidders were informed of the requirement need to include a Public Procurement Capacity Building Levy of 0.03% exclusive of taxes on the cost in the price schedule being a recent development in compliance with the PPRA regulations.

The representatives confirmed that they all reviewed the documents and understood its contents.

Minute 4. Questions and Answer Session

1. The vendors' representatives sought clarification on scope of service required for extending FortiNAC implementation to CBKIMS (former KSMS) including installation, testing and commissioning of FortiNAC. ITD clarified that they would issue an addendum on the 25th April 2025 detailing the breakdown of the services required.
2. The vendors' representatives clarified on the training expectations, on whether it should be onsite or offsite. It was clarified that training will be offsite at an OEM accredited training facility. Bidders while quoting should include the cost for training and flights as indicated in the scope of service

There being no other business, the meeting ended at 11.00 a.m.



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ADDENDUM NO. 1

TENDER FOR PROVISION OF ANNUAL SOFTWARE LICENSES AND SUPPORT FOR FORTINAC NETWORK ACCESS CONTROL TO CENTRAL BANK OF KENYA FOR A PERIOD OF THREE YEARS. TENDER REF. NO. CBK/1119/2024-2025

The above captioned tender was published on www.tenders.go.ke and www.centralbank.go.ke on 15th April 2025. In response to the clarifications sought by prospective bidders in the pre-bid meeting held on 24th April 2025, the Bank is hereby issuing Addendum No. 1 in line with Section 75 of the Public Procurement and Asset Disposal Act 2015 and will form part of the tender document.

NO	REQUESTS FOR CLARIFICATIONS	RESPONSES
1.	Contract Dates	Start Date: 2 nd June 2025 End Date: 1 st June 2028
2.	Scope of the partner implementation services (extend existing FortiNAC deployment to CBKIMS)	• Number of network access switches (all Cisco): 53 • Number of Wireless LAN Controllers (WLC): 2 • Number of endpoints (PCs): 200
3.	Training proposal costs	Bidders to provide costs for the training services and flights for the number of participants indicated in the tender document. The Bank will cater for accommodation etc.
4.	Provision of audited accounts for the last two consecutive years	Bidders can provide audited accounts for financial years 2022&2023 or 2023&2024

All other terms and conditions of the tender remain the same.

DEPUTY DIRECTOR/HEAD OF PROCUREMENT
28TH APRIL 2025