



THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF WORKS AND TRANSPORT

TANZANIA NATIONAL ROADS AGENCY



When you reply please specify:

Ref. No: AC.390/494/01

Date: 15th September 2023

To: All Prospective Bidders

RE: SUPPLY OF GIS SOFTWARE, VEHICLE TRACKING SYSTEM TRAINING SOFTWARE AND GPS FOR ESTABLISHMENT OF REGIONAL CENTRE OF EXCELLENCE (RCOE) FOR ROAD SAFETY AT THE NATIONAL INSTITUTE OF TRANSPORT: RE-TENDERING, TENDER NO.: AE/001/2020-21/HQ/G/92

Sub: Minutes of Pre-Bid Meeting held on 11th September 2023

Please refer to the above-mentioned subject.

The pre bid meeting for the tenders captioned above was held on 11th September 2023.

Attached herewith are minutes of the Pre-bid Meetings.

E. L. MLAVI
ACTING CHIEF EXECUTIVE

Encl: As stated



MINUTES OF PRE-BID MEETING FOR SUPPLY OF GIS SOFTWARE, VEHICLE TRACKING SYSTEM TRAINING SOFTWARE AND GPS FOR ESTABLISHMENT OF REGIONAL CENTRE OF EXCELLENCE (RCOE) FOR ROAD SAFETY AT THE NATIONAL INSTITUTE OF TRANSPORT: RE-TENDERING, TENDER NO.: AE/001/2020-21/HQ/G/92

Date: 11th September 2023

Venue: National Institute of Transport Office

1.0 ATTENDANCE:

- | | | |
|---------------------------|---|---|
| 1) Dr. Omari Mashi | - | National Institute of Transport (Chairperson) |
| 2) Dr. Prosper N. Nyaki | - | National Institute of Transport |
| 3) Ms. Venosa Olomi | - | National Institute of Transport |
| 4) Mr. Isaya Methew | - | National Institute of Transport |
| 5) Ms. Honesta M. Msaki | - | National Institute of Transport |
| 6) Ms. Edgar Telesphory. | - | National Institute of Transport |
| 7) Ms. Leticia Mihayo | - | National Institute of TRANSPORT |
| 8) Ms. Neema E. Mbunda | - | Giza System (T) Limited |
| 9) Mr. Jeremiah E. materu | - | Energy and Telecom (T) Limited |
| 10) Ms. Huruka Kissiwa | - | SPO -TANROADS – HQ |

2.0 AGENDA

- (i) Opening of the Site visit and Pre-tender meeting
- (ii) Site Visit
- (iii) Closing of the Pre-Bid Meeting

3.0 OPENING

The Chairperson opened the meeting at 11:00 hours by welcoming the participants and requested all to introduce themselves. The participants were also requested to complete the Attendance Register. The signed Attendance Register is attached as **Appendix I** of the Minutes.

The welcoming remark was followed by providing project briefing and explained that the Pre-Bidding meeting was arranged for purpose of receiving and clarifying any queries raised by bidders and would thereafter followed by the site visit. The Chairperson further informed Bidders that they will be provided with opportunity to visit the project Site and locations of Installation the system.

It was also informed that all queries will be recorded and responded promptly in line with requirement of the Tender Document and similarly for ones that will arise in the course of site visit.



4.0 SITE VISIT

Bidders were taken through the project site. Queries raised during the Site visit were recorded and responded to accordingly.

The Site visit and locations of Installation the system takes hardly 15 minutes because it was around of the National Institute of Transport Compass.

Bidders raised various queries regarding the Bidding documents including technical issues and the same were recorded and responded to accordingly. The Chairperson also reminded Bidders to submit additional queries or requests for clarification, if any, before the period stipulated in the Bidding Documents.

The questions/issues raised during the Pre-Bid Meeting and the corresponding responses/clarifications are as follows.

S/No	Question	Employer's response
1.	UPS will it be available on the installation system room?	Clarified that UPS will it be available on the installation system room.
2.	Where can I get specification of the project?	Clarified that Schedule of Requirements and its specification are clearly shown on the Bidding Document
3.	How can I get control Number for payment of bidding Document?	Bidders can get control number through mail address Theodora.pesha@tanroads.go.tz and then you follow procedures outlines in this link https://epay.gepg.go.tz/ to make payment.

5.0 CLOSING OF THE PRE-BID MEETING

The Chairperson thanked all participants for their attendance and active participation in both the Pre-Bid Meeting and Site visit and assured that all questions /issues raised during the Pre-Bid Meeting and Site visit as well as others submitted in writing will be responded upon and communicated to all bidders. The Chairperson closed the Pre-Bid Meeting at 11:46 hours.

MINUTES SIGNED BY



Dr. Omari Mashi
Chairperson



Ms. Huruka Kissiwa
Secretary



Appendix I

ATTENDANCE REGISTER

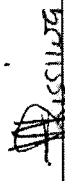




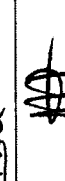
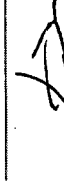





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Pre-bid Meeting held on 11th September 2023

Time: 11:00am —

11:46

S/No.	Name	Organization	Emails/Contact No.	Signature
1.	HUFUKA KISSIWA	TANROADS HQ	hufuka.kissiswa@tanroads.go.tz	
2.	VENOSA OLOMI	NIT	venosa.olomi@nit.ac.tz	
3.	ISAYA MATHEW	NIT	isaya.mathew@nit.ac.tz	
4.	HONESTA M. MUKAKI	NIT	honesta.mukaki@nit.ac.tz	
5.	Dr. Omari Mashii	NIT	omari.mashii@nit.ac.tz	
6.	NEEMA E. MBUNDA	GIZA SYSTEMS (T) LTD	neema.mbunda@gizasystems.com	
7.	JEREMIAH E. MATERU	EMERENT TELECOMS (T) LTD	jeremiah@emertelecoms.com	
8.	EDGAR TELESFORO	NIT	edgar.telesforo@nit.ac.tz	
9.	Leticia Mubayi	NIT	leticia.mubayi@nit.ac.tz	
10.	Dr. Prosper S. Nyaki	NIT	prosper.nyaki@nit.ac.tz	
11.				
12.				
13.				

