

FORM 10

Regulation 50 (5)

THE PUBLIC PROCUREMENT AND DISPOSAL OF PUBLIC ASSETS ACT, 2003

RECORD OF MINUTES OF PRE-BID MEETING

Procurement Reference Number			
Code of Procuring and Disposing Entity	Supplies/Works/Non-Consultancy Services	Financial Year	Sequence Number
KMC	NCONS	2022-23	00014

Particulars of Procurement	
Subject of Procurement	Clearing and Forwarding Services under framework contracts for the period 2022-2025
Location of Pre-Bid Meeting	Kiira Motors Corporation, Plot 13, Kimera Road, Ntinda
Date and Time of Meeting	September 13, 2022 at 11:00 am

RECORD OF PRE-BID MEETING MINUTES	
QUESTION ASKED	RESPONSE GIVEN
What is the scope of the work i.e. where does the agent start work?	The scope of work for the clearing and forwarding services shall be from the port i.e. Mombasa, the airport or any other port of entry. The Incoterms majorly utilized is CIF or DDU in which case the supplier usually handles the consignment up to and agreed location. The agent supports in the smooth transition of the consignments through the ports to the destination.
Any preferred Internal Clearance Depot (ICD) for the services?	Kiira Motors Corporation has majorly utilized Multiple ICD and Liberty ICD but there is no specific preference to any ICD. The clearing and forwarding agent shall utilize an ICD that ensures timely delivery of the services.

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Is a valid copy of the PPDA Certificate mandatory?	Because it is listed as part of the information a bidder shall submit with its bid under ITB 11.1(h), it is a mandatory requirement.
What is the currency of the bid submission?	All bid submissions shall be in Uganda Shillings (UGX)

Certification of minutes as a true record of the proceedings of the meeting:

Name: **Albert Akovuku**

Title: **Chairperson of the Meeting**

Signature: _____



Date: _____

19/09/2022.

RECORD OF ATTENDANCE

SN	NAME AND ADDRESS	POSITION	COMPANY OR DEPARTMENT	SIGNATURE
Refer to the Schedule of Attendance attached				

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KIIRA MOTORS

— CORPORATION —

MISSION VEHICLES MADE IN UGANDA

**RECORD OF ATTENDANCE FOR PRE-BID MEETING FOR CLEARING AND FORWARDING SERVICES UNDER
FRAMEWORK CONTRACTS FOR THE PERIOD 2022-2025 AT KIIRA MOTORS CORPORATION BOARDROOM ON
TUESDAY, SEPTEMBER 13, 2022**

SN	NAME	DESIGNATION	INSTITUTION	TEL & EMAIL	SIGNATURE
1.	Obbo Michael	Operations Manager	Afrofreight CAF CO Ltd	0702 232399 afrofreight@ upho.com	
2.	NAUCY LI INGIKIZA	BUSINESS DEVELOPMENT EXECUTIVE	FRACHT UGANDA	0774352792 nancy.ingwiza@ ug.fracht.com	
3.	MEPHUS MUGABE	OPERATIONS ASSISTANT	3K INVESTMENTS LTD	0773971674 mugabemephus@ gmail.com. 3kinvestmentsltd@ gmail.com	
4	NUIRI KASSIM NSEREKO	MANAGEMENT SALES & MARKETING	BWINK LOGISTICS (U) LIMITED	0707 422736 077 422736 kassim.nsereko@ blinklogistics.net	

5	MATSO FRED	DIRECTOR	JUTRADE GENERAL AGENCIES LIMITED	0772409756 0752409756	Matso
6	Albert Anovuku	DIRECTOR PRODUCTION	KMC	0772864016	AS
7	Agness Karbatesi	SAO KA	KMC	0772622902	Agness
8	Peeter A Kyeyune	PPD	KMC	0775581425	Kyeyune