

MINUTES OF THE KENYA PIPELINE COMPANY RETIREMENT BENEFITS SCHEME PRETENDER CONFERENCE FOR REQUEST FOR PROPOSALS ('RFP') FOR THE PROVISION OF FUND MANAGEMENT SERVICES (CONSULTANCY SERVICES) TENDER NO. KPCRBS/PROC/008/2022 HELD ON 21ST NOVEMBER 2022 AT KPCRBS BOARDROOM

INTERESTED BIDDERS PRESENT

Magdaline Wamuyu	- GenAfrica Asset Managers
Matilda Lusiola	- Sanlam Investment E.A
Fredrick Okudo	- Nabo Capital
Michael Komen	- CIC Asset Managers
Elvis Oduor	- Britam Asset Managers
Mercy Njoroge	- Nabo Capital
Justus Kariuki	- Old Mutual Investment
Monica Wangui	- Old Mutual Investment
Samuel Ngigi	- Co-optrust Investment
Douglas Mwangi	- ICEA Lion Asset Managers

KPCRBS

Sammy Njeru	KPCRBS (Chairman)
Ibrahim Ochieng	KPCRBS
Elena Seba	KPCRBS
Simon Waweru	KPCRBS
Japheth Aseka	KPC

PRELIMINARY REMARKS

The Chairperson called the meeting to order at 10.20 am and confirmed the agenda of the meeting as:

1. To receive and clarify any questions from interested bidders regarding tender No. KPCRBS/PROC/008/2022: Request for Proposals ('RFP') for the Provision of Fund Management Services
2. Any Other Business

No.	Item	Question	KPCRBS Response
1	Please provide five references from pension funds and/or provident funds that your firm is currently managing in the capacity of Fund Manager. A written confirmation from the	1. Should the reference letters be addressed specifically to KPCRBS? 2. Should referees provide confirmation	1. Yes. Reference letters to be addressed to KPCRBS 2. Referees are required to

	selected clients is required. The references should include returns for 3-year and 5-year periods ending June 2022.	of fund manager's performance in their letters of recommendation?	confirm fund manager's performance
2	Firm's experience (Employee turnover)	What is the cutoff date to be considered for employee turnover?	Bidders to provide information as at 30 th June 2022.
3	FORM FIN-3A: Breakdown of Remuneration	Is it-mandatory for bidders to fill the remuneration forms?	It is not mandatory to fill the form.

Interested bidders present were informed that an addendum will be issued to address some issues in the tender document.

There being no other business, the meeting ended at 12:15 pm.

APPROVED BY:

SECRETARY:  **DATE:** 22/11/2022

CHAIRMAN:  **DATE:** 22/11/2022