



# KENYA PARKS INVESTMENT PROSPECTUS 2023

WHERE NATURE AND COMMUNITIES MEET OPPORTUNITIES

GUIDELINES FOR EXPRESSION OF INTEREST IN DEVELOPMENT AND  
MANAGEMENT OF TOURISM FACILITIES AT VARIOUS LOCATIONS IN KWS  
NATIONAL PARKS, RESERVES, SANCTUARIES AND STATIONS.

EOI REFERENCE NO. KWS/EOI/M&BD/02/2023-2024

The Director General,  
Kenya Wildlife Service,  
P. O. Box 40241-00100 NAIROBI

**CLOSING DATE:**  
THURSDAY 21ST SEPTEMBER, 2023 AT 12:00 NOON



## TERMS OF REFERENCE

### 1. INTRODUCTION

The Kenya Wildlife Service (KWS) conserves and manages wildlife and its habitat for the Kenyan people and the world. It is a state corporation established by an Act of Parliament Cap 376, now repealed by Wildlife Conservation Management Act (2013), with the mandate to conserve and manage wildlife in Kenya and to enforce related laws and regulations. KWS undertakes conservation and management of wildlife resources across all protected areas systems in collaboration with stakeholders. It is our goal to work with others to conserve, protect and sustainably manage wildlife resources, with the mandate to conserve and manage wildlife in Kenya and to enforce related laws and regulations.

KWS wishes to invite interested investors and developers to lease, develop and manage tourism facilities such as eco-lodges, tented camps, products/experiences among others at various locations in KWS national Parks.

### 2. OBJECTIVE

The objective of this Expression of Interest (**EOI**) is for KWS to receive information from investors that demonstrate capability and experience in developing and managing high quality tourism facilities at various locations in KWS national parks, reserves, sanctuaries and stations as shown in the table below;

CONSERVATION AREAS	ECOLOGES/TENTED CAMPS	MOUNTAIN HUTS	CONVENTION CENTRE	RESTAURANTS	SHOPS	HOSTELS	BANDAS / GUEST HOUSES	PRODUCTS/ EXPERIENCES	OPEN USE	TREE HOUSES	TOTAL
<b>Southern</b>	6		1	2				1	5		<b>15</b>
<b>Central Rift</b>	6			2				2	1		<b>11</b>
<b>Tsavo</b>	17			1	4			1			<b>22</b>
<b>Western</b>	7	1		2				1		1	<b>12</b>
<b>Eastern</b>	15				3	1	3	1			<b>22</b>
<b>Coast</b>	4			1			1		3		<b>9</b>
<b>Mountain</b>	11	5		1			2	3	1		<b>23</b>
<b>Northern</b>	5			1				1	1		<b>8</b>
<b>Total</b>	<b>71</b>	<b>6</b>	<b>1</b>	<b>10</b>	<b>7</b>	<b>1</b>	<b>6</b>	<b>8</b>	<b>11</b>	<b>1</b>	<b>122</b>

### 3. BIDDING PROCESS

This Expression of interest will result in short listing of interested investors who will be invited to submit detail technical and financial bids. Eligibility to participate in the bid process will be determined on the basis of submission of the minimum required documents stated in this Expression of Interest.

After the deadline for submission of responses, evaluation process will be conducted to determine responsive bids as per the evaluation criteria provided in the Expression of Interest document. The bidders who participate will be notified of the outcome of the evaluation.

### 4. EVALUATION CRITERIA

The Expression of Interest received will be evaluated in accordance with the set criteria provided below: -

#### 4.1 MANDATORY REQUIREMENTS

**Table A: Mandatory Requirements for Evaluation**

No.	Requirement	Requirement submitted Yes/No
1.	Valid Tax Compliance Certificate from Kenya Revenue Authority	
2.	Certificate of Incorporation or Business Registration or partnership deed	
3.	CR12 for Limited companies issued within the last one year and identification documents i.e ID card or passport copies for Directors	
4.	<b>Duly filled, signed and stamped</b> Self- Declaration letter that the firm has not been debarred from participating in Public Procurement and Asset Disposal Act,2015- <b>SD 1</b>	
5.	<b>Duly filled, signed and stamped</b> Self- Declaration that the firm/tenderer will not engage in any corrupt or fraudulent practice- <b>SD 2</b>	
6.	Company Profile of the firm indicating the contact details including physical address, telephone number, email and contact person on behalf of the bidder	
7.	<b>Duly filled, signed and stamped</b> Declaration and commitment to the code of ethics	
8	Provide detailed evidence of experience in operating similar investment	
9	Provide statements of audited account for two years (2020/2021 and 2021/2022 FY) or 36 months certified bank statements from 2020/2021	

#### 4. SUMMARY OF EVALUATION CRITERIA

Expression of Interest will be evaluated on their responsiveness to the above requirements based on the following criteria:

Item	Particulars	Submitted (Yes/No)
4.1	Mandatory Documents	
4.2	Corporate profile	
4.3	Experience in similar investments	
4.5	Evidence of Financial Stability	
	<b>Passed / not passed</b>	

#### 5.0 INSTRUCTION TO BIDDERS

Bidders **MUST** indicate their investment interest in the format provided below;

	<b>Type of investment</b>	<b>Conservation area</b>	<b>Park/Reserve/sanctuary /stations</b>	<b>Specific site</b>
<i>eg</i>	<i>Ecolodges/ tented camp</i>	<i>Southern</i>	<i>Nairobi National Park</i>	<i>Kisembe site</i>
<i>1.</i>				
<i>2.</i>				

For reference on available sites kindly access the detailed prospectus through the following link:

<https://kws.go.ke/content/investment-forum-catalogues>

## ANNEXES

### 1. CONFIDENTIAL BUSINESS QUESTIONNAIRE

#### a) Instruction to Tenderer

Tenderer is instructed to complete the particulars required in this Form, one form for each entity if Tender is a Joint Venture (JV). Tenderer is further reminded that it is an offence to give false information on this Form.

#### A. Tenderer's details

	ITEM	DESCRIPTION
1	Name of the Procuring Entity	
2	Name of the Tenderer	
3	Full Address and Contact Details of the Tenderer.	1. Country 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person.
4	Reference Number of the Tender	
5	Date and Time of Tender Opening	
6	Current Trade License No and Expiring date	
7	Maximum value of business which the Tenderer handles.	

**General and Specific Details**

b) Sole Proprietor to provide the following details.

Name in full \_\_\_\_\_

Age \_\_\_\_\_ Nationality

\_\_\_\_\_

Country of Origin \_\_\_\_\_ Citizenship \_\_\_\_\_

c) Partnership to provide the following details.

	<b>Names of Partners</b>	<b>Nationality</b>	<b>Citizenship</b>	<b>% Shares owned</b>
1				
2				
3				

(d) Registered Company to provide the following details.

i) Private or public Company \_\_\_\_\_

ii) State the nominal and issued capital of the Company-

Nominal Kenya Shillings (Equivalent) .....

Issued Kenya Shillings (Equivalent) .....

iii) Give details of Directors as follows.

<b>No.</b>	<b>Names of Director</b>	<b>Nationality</b>	<b>Citizenship</b>	<b>% Shares owned</b>
1				
2				
3				

(e) DISCLOSURE OF INTEREST- Interest of the Firm in the Procuring Entity.

(i) Are there any person/persons in ..... (Name of Procuring Entity) who has an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows.

<b>No.</b>	<b>Names of Person</b>	<b>Designation in the Procuring Entity</b>	<b>Interest Relationship or with Tenderer</b>
1			

2			
3			

(ii) Conflict of interest disclosure

No	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties that put it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a service provider/consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		



7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly		
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No	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
	involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract?		

(f) Certification

On behalf of the Tenderer, I certify that the information given above is correct. Full

Name \_\_\_\_\_

Title or Designation \_\_\_\_\_

(Signature) \_\_\_\_\_ (Date) \_\_\_\_\_

**2. SELF-DECLARATION FORMS**

**FORM SD1**

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.**

I ..... of Post Office  
Box.....being a resident of  
..... in the Republic of .....do  
hereby make a statement as follows:-

1. THAT I am the Company Secretary/Chief Executive/Managing Director/Principal Officer/Director of .....(insert name of the Company) who is a Bidder in respect of **Tender No.....** for.....(insert tender title/description) for.....(insert name of the Procuring entity) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
3. THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

.....  
(Title)

.....  
(Date)

.....  
(Signature)

Bidder Official Stamp.....

**3. FORM SD2**

**SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE**

I, ..... of P.O. Box.....being a resident of..... in the Republic of .....do hereby make a statement as follows:-

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of..... (insert name of the Company) who is a Bidder in respect of **Tender No.** ..... for..... (Insert tender title/description) for..... (insert name of the Procuring entity) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of .....(insert name of the Procuring entity) which is the procuring entity.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of .....(name of the procuring entity).
4. THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders participating in the subject tender.
5. THAT what is deponed to herein above is true to the best of my knowledge information and belief.

.....  
(Title)

.....  
(Signature)

.....  
(Date)

Bidder's Official Stamp.....

**4. DECLARATION AND COMMITMENT TO THE CODE OF ETHICS**

I.....(Person on behalf of (**Name of the Business/Company/ Firm**).....declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized.....

signatory.....

Sign.....

Position.....

Office address.....

Telephone.....

Email.....

Name of the Firm/Company.....

Date.....

**(Company Seal/ Rubber Stamp where applicable)**

Witness

Name.....

Sign.....

**Date.....**