

**EXPRESSION OF INTEREST**  
**FOR ENTERPRISE RISK MANAGEMENT TRAINING AND REVIEW OF ENTERPRISE RISK**  
**MANAGEMENT (ERM) FRAMEWORK CONSULTANCY SERVICES**  
**KGN-IA-01-2018**

**1. Background Information**

Kenya Electricity Generating Company Limited (KenGen) is a limited liability company, owned 70% by the Government of the Republic of Kenya. It is the leading electric power generation company in Kenya, producing about 75% of the electricity used in the country. It has a total installed capacity of 1,631MW with power plants located in different parts of Kenya. KenGen utilizes various primary sources of energy to generate electricity ranging from hydro, geothermal, thermal and wind.

The Company stakeholders include Employees, Shareholders, Government Ministries and agencies, local communities around the power stations, Suppliers, Manufacturers, Media and Internal Community.

KenGen wishes to invite Expression of Interest (EOI) for Enterprise Risk Management Training and Review of its Enterprise Risk Management framework.

**2. Scope of Work.**

KenGen has a responsibility to manage both internal and external risks as a key component of good corporate governance and is committed to embedding risk management into the daily operations of the company; from the setting of objectives, to financial planning towards achieving the set objectives, through to departmental processes established. In a bid to achieve this, the company intends to engage a consultant to carry out a Risk Management Training and review of its Enterprise Risk Management Framework.

The consultant will;

- a) Provide training and sensitization on Enterprise Risk Management to the Board of Directors, Senior Management and Risk Champions and other awareness sessions as need arises.
- b) Review the KenGen's Enterprise Risk Management framework that aligns KenGen's risk management practices with best practice guidelines.
- c) The review of the framework should include;

- i. The governance and reporting structures for risk management
  - ii. A suitable basis for quantifying and prioritizing key risks identified. (Risk Measurement Guidelines).
  - iii. A system that will ensure the regular and continuous identification, assessment and quantification of key risks to the business.
  - iv. Guidelines for assignment of accountability and responsibility.
  - v. Guidelines for linking Risk Management with Performance Appraisal/Management.
- d) Any other proposals that will improve the framework

### **3. Eligibility Criteria**

The Expression of Interest (EOI) must be accompanied by the bidder's qualifications, professional capabilities and details of past experience related to the requested training and consultancy services.

### **4. Competencies, Knowledge & Experience Required**

KenGen now invites eligible consultants to indicate their interest in providing this Service. Interested consultants must provide information indicating that they are qualified to carry out the task. Consultants may constitute joint-ventures to enhance their chances of qualification. Interested consultants are required to submit applications in English language with the following specific information:-

- 4.1. A brief profile of the consultant/firm including description of the firm or consortium members' incorporation details (Attach copies of Articles and Memorandum of Association, Certificate of Incorporation or Joint Ventures Agreements where applicable)
- 4.2. A description of relevant experience in carrying out at least two (2) similar assignments in the last five (5) years.
- 4.3. Availability of appropriate skills among staff, provide CVs of key staff proposed for the assignment.
- 4.4. A declaration of no conflict of interest in providing similar services to KenGen
- 4.5. Only firms shortlisted under this procedure will be invited to submit their technical and financial proposals.

### **5. Documents to be submitted**

Interested firms should provide specific information as indicated below:

- 5.1. Name of firm who will participate in undertaking the Enterprise Risk Management

Training and Review of Risk Management (ERM) framework consultancy Services. To be submitted also are name(s) and position(s) of authorized representatives.

- 5.2. Firms that bid jointly should submit consortium agreements between the parties, with the roles of each party clearly defined. *(Not more than one consortium agreement of the same firms will be accepted.)*
- 5.3. Description of management/ organization structure, list of key staff relevant to the assignment and their Curriculum Vitae
- 5.4. Be composed of relevant consultants with a mix of appropriate expertise. The Project team lead member should have a relevant degree from a recognized university, they should have related experience of at least five years.
- 5.5. Information regarding any current litigation involving the consulting firm certified by a reputable law firm
- 5.6. Bidders must provide their company profile together with Certificate of Registration.
- 5.7. Attach at least five (5) references of similar work done in the last five years. Such information may include brochures, description of similar assignments, experience in similar conditions, and availability of appropriate skills among staff with their most recent profiles showing their experience, qualifications, capabilities, and referees, letters of recommendation and details of past experience especially in their areas of expertise.

## **6. Criteria for Evaluation**

Only those companies, that have met the eligibility criteria, will be pre-qualified to proceed to request for proposal stage.

## **7. Clarifications**

The interested parties may request for clarifications on this expression of interest up to seven (7) days before the EOI submission date. Any request for clarification must be sent in writing by paper mail or electronic mail to:

Supply Chain Director  
Kenya Electricity Generating Company Limited,  
Stima Plaza III, Kolobot Road, Parklands,  
P.O. Box 47936 – 00100,  
Nairobi, Kenya.  
Tel: +254-20-3666427  
Fax: +254-20-2248848  
Email: [tenders@kengen.co.ke](mailto:tenders@kengen.co.ke),  
Cc [Eaudi@kengen.co.ke](mailto:Eaudi@kengen.co.ke)

#### 8. Submission of the EOI

The EOI (**1 original and 2 copies**) should be submitted in a sealed envelope by **1000 hours (East African Time)** on **15<sup>TH</sup> June 2018** to the following address:

Company Secretary & Legal Affairs Director,  
Kenya Electricity Generating Company Limited,  
KenGen RBS Building, 9<sup>th</sup> Floor Next To Stima Plaza III,  
Kolobot Road, Parklands,  
P. O. Box 47936 - 00100,  
Nairobi, Kenya.

Information on the outer envelope should also include:

Confidential, Expression of Interest (EOI) for Enterprise Risk Management Training and Review of Enterprise Risk Management framework consultancy Services: **do not open before, 15<sup>TH</sup> June 2018 at 1000hrs East African Time.**

The bid document shall be dropped in the tender box located on the ground floor of Stima Plaza Phase II.

The opening will take place thereafter in the presence of bidder's representative (s) who choose to attend at Pension Plaza Phase III ground floor or alternative venue as will be communicated by the procuring entity.

**SUPPLY CHAIN DIRECTOR**

