



Tender No. KWS/HQS/EOI/57/2010-2011

GUIDELINES FOR EXPRESSION OF INTEREST

Leases For Development and Operation of Eco-tourist
Accommodation Facilities

In the

Western Conservation Area

*Kakamega Forest National Reserve
Ruma National Park
Mt. Elgon National Park*

February 2010

Kenya Wildlife Service, Headquarters, PO Box 40241 00100, Nairobi, Kenya

Tel 600800, 600450, 602697 Fax 603792, 607793, 601416

Email: tourism@kws.go.ke

Website: www.kws.go.ke

Date.....2010

To: _____

Address: _____

Dear Sir/Madam:

REQUEST FOR EXPRESSION OF INTEREST TENDER NUMBER KSW/HQS/EOI/57/2009-2010

Kenya Wildlife Service wishes to develop tourist accommodation facilities in the Western Conservation Area. Parks targeted include Ruma National Park, Kakamega Forest National Reserve and Mt Elgon National Park.

We invite prospective and eligible firms to express interest in developing tourist accommodation facilities in the following identified sites:

Site	Proposed Development	Protected Area
Isiukhu site	24 beds Tree House/ Ecolodge	Kakamega Forest National Reserve
Nyati Camp site	24 bed Luxury Tented Camp/Ecolodge	Ruma National Park
Site 1	24 bed Luxury Tented Camp/Ecolodge	Mt Elgon National Park

Leases will be awarded to develop and operate Permanent Tented Camps and Eco-Lodges camps within a period of not more than twelve months (12) of lease signing. General terms of site uses are as below:

1. The lease period for Eco-Lodges and Permanent Tented Camps will be for an initial twenty (20) years renewable for a further five (5) years subject to satisfactory performance.
2. Preference will be given to investors wishing to develop multiple sites across the WCA.
3. The successful developer will manage the facility in accordance with KWS's Parks/Reserves tourist facilities regulations.
4. Eligible developers will be expected to provide proof of their capability and experience in developing and operating similar tourist accommodation facilities. Suitable firms will be shortlisted on the basis of the written EOI submitted to KWS.
5. Interested eligible investors can obtain a prospectus containing description of sites, site development specifications and rent rates from the Procurement and Supplies Office, Ndovu Court, KWS Headquarters, Langata Road from < insert dates > between 9.00a.m. - 4.00p.m.
6. This document contains guidelines for submission of Expressions of Interest and is purchased on payment of a non-refundable fee of Kshs. 1,000.
7. Complete EOI documents in plain sealed envelopes clearly marked; ***EXPRESSION OF INTEREST, KWS/HQS/57/2009/2010, LEASES FOR DEVELOPMENT AND MANAGEMENT OF TOURISM ACCOMMODATION FACILITIES IN THE WESTERN CONSERVATION AREA*** and addressed to the **Director, Kenya Wildlife Service, P.O**

Box 40241 00100 Nairobi should be returned and deposited in the tender box at the entrance of Simba court on or before **17th February at 12.00 noon.**

8. Returned EOI will be opened immediately thereafter in the presence of developers or their representatives who choose to attend.
9. Following evaluation of the Expressions of Interest, shortlisted developers will be invited to participate in a formal tender in which they will be required to submit detailed technical and financial proposal in a format to be provided.
10. Selection of firms to be awarded leases will be in accordance with guidelines set out in the Public Procurement and Disposal Act, 2005 and the Public Procurement and Disposal Regulations, 2006.

Julius Kipng'etich
DIRECTOR

1 INTRODUCTION

1.1 Background

Kenya Wildlife Service (KWS) together with other stakeholders in the tourism industry are focusing on promotion and development of the western tourist circuit to diversify the country's tourist product portfolio. On its part, KWS has undertaken to improve tourism and other park infrastructure for protected areas in the area through a branding campaign. Several Parks in the Conservation area including Ruma National park, Kakamega Forest National Reserves, Mount Elgon and Saiwa National parks have been branded; Kisumu impala Sanctuary is to follow.

We anticipate an increase in tourism traffic into the Western Conservation Area as a result of the banding Exercise and marketing efforts by other stakeholder including the Kenya Tourist Board (KTB). KWS therefore wish to provide up-market tourist accommodation in this circuit to cater for this projected demand.

Sites have been identified in Ruma, Kakamega and Mount Elgon National Parks for development of Ecolodges and Luxury Tented camps through private investments. KWS therefore wishes to invite prospective developers to partner with it in these potentially lucrative ventures.

You are invited to express interest in developing any of the sites identified. This document outlines the format and requirements to submit your expression of interest.

2 Format and Requirements for Completion of EOI

2.1 Mandatory Documents

Developers are required to attach copies of the following documents as part of their EOI:

1. Business registration certificate/Incorporation
2. Tax compliance certificate
3. Evidence of compliance with Statutory NSSF and NHIF requirements

Failure to submit any of the above will result in disqualification. Any proponent specifically exempted from any of the items (1) – (3) listed above may provide written proof of the same.

2.2 Corporate Documentation

Proponents are expected to submit information that addresses items contained in the table below:

Item	Expected Information	Required Format
2.2.1 Profile	a) Legal Status	State whether the firm is a Limited Liability, Sole proprietorship or Partnership
	b) Firm/Corporate history	Provide a Short narrative of origin, development, mission and values of the company.
	c) Qualification and technical expertise of key personnel in the firm	See Appendix for Format of submission of CVs
2.2.2 Experience in operating or developing similar facilities	a) An Adequate demonstration of experience in developing and /or operating tourist class catering or accommodation facilities. A satisfactory track record in operating tourist facilities in Protected Areas or wildlife tourism attractions is advantageous.	Short narrative stating: <ul style="list-style-type: none"> • Name and Location of similar projects developed in last five years • Scale/size of developments in terms of bed capacity, restaurants. • Occupancy and profitability of operated facilities.

2.3 Proposed Development Plans

Additionally proponents will be expected to provide a brief narrative of their proposed development plans stating the following:

Item	Expected Information	Required Format
2.3.1 Type of Facility	a) With reference to site use definitions as provided in the prospectus	State whether the firm intends to develop: An Eco-Lodge, Luxury Tented Camp or Star Bed Camp
2.3.2 Construction, design and development concept	b) An interpretation of the park theme showing how the proposed facility will respond to needs and preferences of the target market and how it will improve the park's touristic value	Narrative indicating <ul style="list-style-type: none"> • Materials to be used in construction • Design themes & concepts • Number of beds • Visitor amenities including restaurants, gift shop, swimming pool. Etc • Visitor service catering Prospective developers are not required to supply KWS with detailed technical drawings, illustrative sketches or artist impression of the proposed developments will suffice

Item	Expected Information	Required Format
2.3.3 Multiple site proposal	Where developers are proposing multiple sites, a similar brief narrative of proposed development plans should be provided for each proposed site. It is not necessary to indicate second and third choices of site in the case of multiple sites other than the principal site.	

2.4 Evidence of Financial capability

Item	Expected Information	Required Format
2.4.1 Bankers	Contact details of at least one of its bankers	Contact details
2.4.2 Project Financing	Evidence and/or Plan to access financial resources to undertake the proposed project.	Evidence of Cash, Cash equivalents and /or Credit line.

3 Evaluation Criteria

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

Item	Particulars	Maximum Score/Points
2.1	Mandatory Documents	No Go
2.2	Corporate Documentation	15
2.3	Proposed Development Plans	20
2.4	EOI is for multiple sites	10
2.5	Evidence of Financial capability	15
	TOTAL	60

Expressions of Interest scoring at least seventy per centum (70%) or forty-two points (42 points) will be pre-qualified.

4 Additional Instructions

All responses should be **typed** and their numbering to correspond with that set out in the format (section 2) Please include all attachments as required in the format for expression of Interest.

Pre-qualified investors will be required to submit detailed technical and financial proposal (s) for their site(s) of interest in a format of solicitation documents to be provided.

5 Appendix

CV FORMAT

Name of Firm:			
Name of Staff:			
Years with Firm/Entity:		Nationality	
Detailed Tasks Assigned:			
Key Qualifications:			
Education:			
Institution:			
Year:			
Course:			
Employment Record:			
Summary of relevant Experience:			
Language proficiency:			
Language	Speaking	Reading	Writing
English			
Kiswahili			
Certification:			
I, the undersigned, certify that these data correctly describes my qualifications, experience, and confirms my availability to the firm for the proposed development should we be awarded the lease. I declare that I am not affected by any potential conflict of interest and have no particular link with other proponents or parties involved in the project.			
[Signature of staff member]		Date:	
[Signature of authorized representative of the firm]		Date:	
Full Name of Staff Member:			
Full Name of authorized representative:			