



KISUMU WATER AND SANITATION COMPANY LIMITED

EXPRESSION OF INTEREST (EOI)

**EXPRESSION OF INTEREST FOR OPERATION AND
MANAGEMENT OF RESTAURANT WITHIN KIWASCO
HEADQUARTERS OFFICE BUILDING IN TOM MBOYA
ESTATE, ALONG NYERERE ROAD, KISUMU**

Tender No: KWSC/EOI/01/2024 - 2025

Issue Date: 16th December 2024

Closing/Opening Date: 8th January 2025

December 2024

Procuring Entity:

*Kisumu Water and Sanitation Company Limited.
KIWASCO Headquarters, Tom Mboya Estate, Along Nyerere Road
P.O Box 3210 - 40100
Kisumu, Kenya
www.kiwasco.co.ke*

1. About the Company

Kisumu Water and Sanitation Company (KIWASCO) was established in the year 2003 with a mandate to provide quality water and sewerage services to Kisumu and its environment. The City has a population of about 500,000 people. It provides the services to formal and informal settlements. The company's vision is "To be the most admired services provider."

KIWASCO recently constructed a new office building at Tom Mboya Estate along Nyerere Road. The office building has a space for a restaurant at the 4th floor of the building. KIWASCO is seeking an experienced hotelier to operate the restaurant hence the reason for this call for Expression of Interest.

2. Project Description

KIWASCO wants to engage an experienced hotelier to lease the restaurant section of the building and operate it for a specified period of time as mentioned separately in this document. The lessee will be expected to operate the restaurant as an independent entity from KIWASCO.

3. Project Scope

No.	Facility	General Scope
1	Kitchen Facility	<ul style="list-style-type: none">The lessee is expected to equip the kitchen with appropriate equipment and utensils good enough to operate a fully fledged restaurant. The equipment and utensils will remain the property of the lessee. The lessee will be expected to use gas and charcoal only for cooking. Use of firewood will not be allowed.
2	Restaurant Facility	<ul style="list-style-type: none">The lessee will be expected to furnish the restaurant or eating area to acceptable standard. The furniture will remain the property of the lessee.
3	Employees	<ul style="list-style-type: none">The lessee is expected to engage its own employees independent from the employees of KIWASCO

4	Operation	<ul style="list-style-type: none"> • The restaurant is expected to operate from 8.00am to 5.00pm from Monday to Friday. Exclusive access will be given to the lessee within these hours. • The restaurant will also be open to members of the public. Strict security checks will be conducted on customers visiting the restaurant. • The restaurant will be an eatery only. Alcohol <u>must</u> not be sold in the restaurant at any one given time. This is strictly prohibited. • Smoking will also be prohibited in the restaurant or around the building since this is an office setting. The lessee is again expected to enforce this.
5	Necessary Licences and Insurance	<ul style="list-style-type: none"> • The lessee is expected to obtain all the necessary licences required for operating a hotel at their own cost. • The lessee is also expected to obtain necessary insurances as deemed necessary both for employees and property at their own cost.
6	Discipline	<ul style="list-style-type: none"> • Since the space is within an office setting, all hotel staff and customers visiting the hotel are expected to behave with decorum and avoid rowdiness at all costs. The lessee is expected to enforce this.
7	Cleanliness	<ul style="list-style-type: none"> • The lessee is expected to observe cleanliness at any given time while operating the restaurant. Dirtiness and throwing litters all over will not be permitted.

4. General terms of the lease

The general terms of the lease will be as below:

1. ***The restaurant shall be run under the name agreed upon by both parties***
2. The lease period will be for an initial **five (5)** years renewable subject to satisfactory performance;
3. A lease will be awarded to the successful lessee within three (3) months of lease signing. ***The lessee will be expected to brand the restaurant as will be agreed between him/her and KIWASCO. This will be strictly enforced.***
4. The successful lessee will manage the facility in accordance with Hotel Management best practices.
5. The successful lessee will be required to equip and furnish the restaurant as stated in the project scope above.
6. The facility is on offer for lease on an as-is where is basis. Interested parties who meet the necessary requirements may submit their Expression of Interest (EOI) including relevant details.

5. Request for Expression of Interest (EOI)

Tender Name: Operation and Management of Restaurant within KIWASCO Office Building

Tender No: KWSC/EOI/01/2024 - 2025

1. Kisumu Water and Sanitation Company Limited (KIWASCO) hereinafter referred to as “Procuring entity” intends to identify candidates for the following:

Operation and Management of Restaurant Section within KIWASCO office building

2. Selection is open to eligible bidders/hoteliars registered with Registrar of Companies under the Laws of Kenya in the relevant service. A bidder may associate with other firms to enhance their capacity. If a bidder intends to associate with other firms, they should clearly state in their EOI the composition and form of the association.
3. A minimum requirement for qualification is to have successfully carried out similar services (size and complexity).
4. The lease period shall be for an initial period of **5 years** renewable subject to satisfactory performance as stated in the General Terms of the Lease stated above.
5. **A pre-bid and site meeting** will be conducted on **Friday the 20th day of December 2024 from 11.00am**. All interested bidders are expected to assemble at KIWASCO head office as stated above before this time. The cost of the site visit shall be borne by the bidders,
6. All interested and eligible bidders shall be required to serialize, sign and stamp all pages of their submitted Expression of Interest document. Bidders are encouraged to check our website regularly in case of any clarifications or addendum.
7. Applications for selection must be submitted in enclosed plain sealed envelopes marked with the tender name, addressed to the below details and deposited in the tender box at the reception of KIWASCO, so as to be received not later than **11.00am on Wednesday, the 8th day of January 2025**. Soft Copies will not be accepted.

The address referred above is:

**THE MANAGING DIRECTOR
KISUMU WATER AND SANITATION COMPANY LIMITED
P.O.BOX 3210 - 40100,
KISUMU.
KIWASCO HEADQUARTERS
TOM MBOYA ESTATE, ALONG NYERERE ROAD
KISUMU.**

8. Questions that may arise from the EOI document should be directed to the Managing Director on e-mail md@kiwasco.co.ke
9. **Bidders who shall be successful in this selection process will be asked to submit their Request for Proposals on the same at a later date.**

6. Criteria for Selection

1. Bidders shall provide certified registration documents to prove their legal status (Provide Copies)

- Certificate of incorporation or registration
- Company's CR12
- PIN/VAT Certificate
- Valid and current Tax Compliance Certificate
- Valid and Current License Food and Hygiene License
- Valid and Current Food Handlers Certificate
- Valid and Current Fire Compliance Certificate
- Valid and Current Business Permit for Health, Pest Control and Food Hygiene
- Power of attorney administered by an advocate

2. Experience: Prospective bidders shall have at least 5 years' experience in the delivery of related services and should show competence, willingness and capacity to service the lease (provide documents to support this)

3. Financial Condition: The prospective bidders' financial condition will be determined by latest financial statement submitted including Certified Audited financial statements for the last two (2) years. Special consideration will be given to the financial resources

available as working capital (Attach copies of audited financial statements for the last 2 years)

- 4. Past Performance:** Past performance will be given due consideration in selecting bidders. Letters of reference from at least three past clients should be included (attach copies of Lease Agreements and recommendation letters)



KISUMU WATER AND SANITATION COMPANY LIMITED

TENDER NOTICE EXPRESSION OF INTEREST (EOI)

OPERATION AND MANAGEMENT OF RESTAURANT WITHIN KIWASCO OFFICE BUILDING Tender No: KWSC/EOI/01/2024 - 2025

Kisumu Water and Sanitation Company Limited invites interested and eligible bidders to express interest for **Operation and Management of a Restaurant Within its Office Building in Tom Mboya Estate, Along Nyerere Road in Kisumu.**

Documents, containing detailed instructions and requirements may be downloaded from the KIWASCO website www.kiwasco.co.ke free of charge. Applicants who download the tender documents MUST email their names, contacts details and tender number to procurement@kiwasco.co.ke **and indicate that they will submit the EOI.** Bidders are encouraged to check our website regularly incase of any clarifications or addendum.

Completed EOI document in plain sealed envelopes clearly marked with the **Tender Number and Tender description** should be deposited in the Tender Box situated at the reception and be addressed to: -

**THE MANAGING DIRECTOR
KISUMU WATER AND SANITATION COMPANY LIMITED
P.O.BOX 3210 - 40100,
KISUMU.**

So as to be received on or before **8th January, 2025 at 11.00a.m.** Tender documents will be opened immediately thereafter at KIWASCO Boardroom in the presence of bidders or their representatives who choose to attend.

MANAGING DIRECTOR, KIWASCO.