



EXPRESSION OF INTEREST (EOI)

Country : **Kenya**
Project : **Energy Audit**
Contract Title : **Water and Energy Efficiency Audit**
Contract No. : **EOI/EA-icipe001/2022**

1. The International Centre of Insect Physiology and Ecology (*icipe*) is an intergovernmental organisation headquartered in Nairobi, Kenya that carries out research and training in sustainable management of insects (arthropods) for improving comprehensive health and agricultural productivity in the tropics (www.icipe.org).
2. *icipe* wishes to carry out water and energy efficiency audit at both Duduville Campus, Nairobi and Mbita campus in Homabay county.
3. *icipe* now invites Expression of Interest from eligible firms who are able to demonstrate both technical and financial capability to carry out comprehensive water and energy audit at the organization's facilities at *icipe* Duduville & Mbita campuses.
4. Interested parties **MUST** provide the following documentation that will form the basis for evaluation and qualification:
 - a) Cover letter that must be certified by the company representative with active contact details (name of contact person, email & phone number, website) and office location.
 - b) Certified copy of company registration certificate. Must have been in business for the last five (5) years
 - c) Certified copy of company CR-12 certificate
 - d) Certified copy of KRA PIN certificate
 - e) Certified copy of Valid Tax Compliance Certificate
 - f) Certified copy of a valid license issued by Energy & Petroleum Regulatory Authority (EPRA) as Class A energy auditors
 - g) Curriculum Vitae for at least five (5) qualified technical personnel and at least one (1) director that will oversee this project.
 - h) Key personnel to possess valid Certified Energy Manager (CEM) and Certified Measurement and Verification Professional (CMVP) certifications. Provide certified copies.
 - i) Energy audits done **MUST** include audits on installed and functional Solar Systems (both grid tied & hybrid systems)
 - j) Provide reference of at least five (5) projects completed within the last five (5) years. This should be in tabular format and **MUST** include:
 - i) Name and location of client

- ii) Title of the project
 - iii) Project cost
 - iv) Start and end date
 - v) Name and active contacts of the representative
5. The Expression of Interest must be delivered to the address below on or before 11:00 hours East Africa Time on **Monday, 16th June 2022**. The submission printed and spiral bound original documentation in hard copy with each page signed by an authorised representative and an official seal and must be in sealed envelope clearly marked: **Expression of Interest in Water and Energy Efficiency Audit at *icipe* Duduville & Mbita Campus, Contract No. EOI/EA-*icipe*001/2022, addressed to the official address below**. Electronic submissions **shall not** be permitted. Late submissions will be rejected. The submissions will be opened in the presence of representatives of those submitting at the address below, on **16th June 2022 at 11:00 hours at Duduville Campus Kasarani in Hive meeting room**.
6. General Information and Notice:
- a) Any information provided by the bidding party will form the basis of any contract that may be entered into between *icipe* and the bidder.
 - b) *icipe* shall not be liable for or be required to pay any costs, expenses or losses that may be incurred by the bidding party in the preparation of their EOI.
 - c) *icipe* reserves the right to accept or reject any proposal without assigning any reasons thereof.
 - d) For any questions or enquiries relating to this EOI, please contact:
icipetenders@icipe.org
7. Official address:

Procurement Manager
Through *icipe* Tender Box
icipe Duduville campus
Carroll Wilson Building
Off Thika Road, Kasarani
P.O. Box 30772-00100
Nairobi, Kenya
Website: www.icipe.org