



GEOHERMAL DEVELOPMENT COMPANY

P.O. Box 100746 – 00101,

NAIROBI, KENYA

www.gdc.co.ke

REQUEST FOR EXPRESSION OF INTEREST (EOI) FOR RISK MANAGEMENT TRAINING AND REVIEW OF ENTERPRISE RISK MANAGEMENT (ERM) FRAMEWORK CONSULTANCY SERVICES

TENDER REF NO: GDC/ARC/EOI/030/2016-2017

1.0 INTRODUCTION

Geothermal Development Company (GDC) is 100% state-owned corporation registered under the Companies Act (CAP 486); it was incorporated in 2008 as a special purpose vehicle to accelerate the development of geothermal energy in Kenya. GDC falls under the Ministry of Energy and Petroleum (MoEP). The Company has offices in Nairobi, Naivasha and Nakuru towns with most of its operations in Menengai Caldera in Nakuru. Surface exploration activities are underway in the North-Rift areas of Baringo and Turkana counties.

2.0 SCOPE OF THE ASSIGNMENT

GDC 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 Risk Management Training and review of Enterprise Risk Management Framework.

The consultant will;

- 1) Carry out risk assessment to evaluate the risk exposures relating to the company's governance, operations and information systems. This will culminate in revision of departmental risk registers.
- 2) Review GDC's Enterprise Risk Management framework with a view to identifying any gaps and aligning it with the best risk management practices and guidelines. Major areas for review, among others, shall include;
 - The governance and reporting structures for risk management.
 - Domicile of ERM
 - Risk Management Policy-This is in place. The consultant will be expected to review it and give recommendations for improvement.
 - The ERM process-A system that will ensure regular, proactive and continuous identification, assessment, quantification and prioritization, treatment and monitoring of key risks to the company
 - Basis for quantifying and prioritising key risks identified. (Risk Measurement Guidelines).
 - Guidelines for assignment of accountability and responsibility.
 - Guidelines for linking Risk Management with Performance Appraisal.
- 3) Provide training on Enterprise Risk Management to ARC department and Departmental Risk Champions, as well as sensitization on ERM to the Board of Directors and Management

3.0 QUALIFICATION REQUIREMENTS/EVALUATION CRITERIA

The Geothermal Development Company (GDC) 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:-

- a) A brief profile of the consultant/firm including description of the firm or consortium members' incorporation details (Articles and Memorandum of Association, Certificate of Incorporation, Joint Ventures Agreements etc.)
- b) Provide a valid Tax Compliance at the time of EOI opening.

- c) A description of relevant experience in carrying out at least two (2) similar assignments in the last five (5) years.
- d) Availability of appropriate skills among staff, provide CVs of key staff proposed for the assignment.
- e) No conflict of interest in providing similar services to GDC

Only firms shortlisted under this procedure will be invited to submit their technical and financial proposals.

Interested consultants may obtain further information in writing at the address below during week days.

Manager, Supply Chain
Geothermal Development Company Limited
Kawi House, South C Bellevue,
P. O. Box 100746-00101
Nairobi, Kenya

dkyaka@gdc.co.ke & pkapto@gdc.co.ke and copied to: rolonde@gdc.co.ke

The responses to the EOI clearly marked “**GDC/ARC/EOI/030/2016-2017 - Expression of interests (EOI) for RISK MANAGEMENT**” should be addressed to:

**THE MANAGING DIRECTOR & CEO,
GEOTHERMAL DEVELOPMENT COMPANY LTD
P.O BOX 100746-00101
NAIROBI**

and deposited in the tender Box provided on the **Ground Floor**, Kawi House Office, not later than **31st October, 2016** at **2.00PM (1400Hrs)**.

Note. Closing date is 31st October 2016 at 2.00 PM, and NOT 31st November 2016 as earlier indicated on daily Nation of 17th October 2016.

The applications will be opened immediately thereafter in the presence of firms representatives who choose to attend at Kawi House Ground Floor Boardroom.

Late applications will not be accepted.

MANAGER, SUPPLY CHAIN