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15/09/17

SUPPLY CHAIN DEPT.
GEOTHERMAL DEVELOPMENT CO. LTD.
P. O. Box 100746 - 00101
NAIROBI, KENYA.



TENDER NOTICE

The Geothermal Development Company Limited (GDC) invites sealed tenders from eligible candidates for the following:

TENDER NO.	TENDER DESCRIPTION	CLOSING DATE
GDC/SC/OT/009/2017:2018	Tender for Supply & delivery of HP Toner Cartridges for a Period of Eighteen (18) Months through framework contract (Reserved for Persons with Disability-PWD's)	10/10/2017 at 10:00AM
GDC/SC/OT/010/2017:2018	Tender for Supply & delivery of Office Stationery for a Period of Eighteen (18) Months through framework contract (Reserved for the Youth, Women and Persons with Disability-PWD's)	10/10/2017 at 2:00PM
GDC/SC/OT/011/2017:2018	Tender for Supply & delivery of Tyres and Batteries for a Period of Eighteen (18) Months through framework contract (Reserved for the Youth & Persons with Disability-PWD's)	11/10/2017 at 10:00AM
GDC/SC/OT/017/2017:2018	Tender for Supply & delivery of Hospitality Consumables for a Period of Eighteen (18) Months through framework contract (Reserved for Women Only)	11/10/2017 at 2:00PM

Interested eligible bidders may obtain further information and inspect the tender document from the office of Manager, Supply Chain at Kawi House, South C off Mombasa Road, Red Cross Road between 9.00am and 4.00pm during week days. A complete set of the tender document may be obtained by interested firms upon payment of a non-refundable fee of Kshs.1000 payable to our accounts office in cash or by banker's cheque. The documents can also be viewed and downloaded from the website www.gdc.co.ke or <http://supplier.treasury.go.ke> free of charge. Bidders who download the tender document from the website MUST forward their particulars immediately to procurement@gdc.co.ke for records and any further tender clarifications and addenda.

The completed tenders in plain sealed envelopes clearly marked with Tender No. and Tender reference name; shall be addressed to:

**Managing Director & CEO,
Geothermal Development Company
P.O Box 100746-00101
NAIROBI, KENYA**

and deposited in the tender box at Ground Floor GDC office Kawi House, South C Off Mombasa Road, Red Cross Road on or before the dates specified above.

Tenders will be opened immediately thereafter in the presence of the tenderers or their representatives who choose to attend at Kawi House, South C GDC Board Room Ground Floor.
Late tenders will not be accepted.

MANAGER, SUPPLY CHAIN



SUPPLY CHAIN DEPT.
GEOTHERMAL DEVELOPMENT CO. LTD.
P. O. Box 100746 - 00101
NAIROBI, KENYA

Approved
15/09/17

REQUEST FOR EXPRESSION OF INTERESTS (EOI) FOR CONSULTANCY SERVICES FOR ORGANISATIONAL PERFORMANCE MANAGEMENT
TENDER REF NO: GDC/CPM/EOI/016/2017-2018

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 & Petroleum (MoE&P). The Company has offices in Nairobi, Naivasha and Nakuru towns with most of its operations within the Menengai Caldera in Nakuru. Drilling operations are set to begin in the North-Rift areas of Baringo County.

2.0 SCOPE OF THE ASSIGNMENT

The company intends to engage a consultant for the provision of Consultancy Services for Organisational Performance Management for GDC with an objective of undertaking a review to implement processes for continued and sustained institutional performance management and thereafter automating the performance management processes.

The Consultant scope will conduct the following but not limited to:

- i. Reviewing of a Corporate Strategy to include the vision, mission, values, strategic pillars and objectives to extract a simplified, outcome-focused Annual Corporate Operating Plan.
- ii. Developing for each team member prioritized action plans cascading from the Corporate Operating Plan, with clear focus on key tasks and timelines for delivery.
- iii. Instituting a replicable process for annual cascade of the operating plan within the organisation.
- iv. 360 degree alignment of the management team, departments and operating units within the organisation both vertically and horizontally.
- v. Clarifying interdependencies and the support required for success.
- vi. Breaking down organisational silos for team synergy through clarity, transparency and accountability.
- vii. Creating causality and effect between operating critical initiatives and the overarching objectives of the company.
- viii. Guiding allocation of resources to operating critical initiatives and enables business decisions at pace.
- ix. Providing an ongoing coaching and business performance reviews to instill rigor and discipline to achieve the strategic objectives.
- x. Implementing a tool that links the operating plan of each team member and monitors their progress toward the achievement of strategic objectives.

3.0 QUALIFICATION REQUIREMENT

The Geothermal Development Company (GDC) now invites eligible Consultants to express their interest in providing this service. Interested consultants must provide information indicating that they are qualified to carry out the task. Consultants may constitute consortiums to enhance their 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 firms;
- b) Evidence of registration/incorporation in the domicile country (Articles and Memorandum of Association, Certificate of Incorporation, Consortium Agreements etc.);
- c) A description and evidence of relevant experience in carrying out at least five (5) similar assignments in the last five (5) years including names, contact details and references of the clients. References of firms operating in energy, technical or scientific industries would be an added advantage for this assignment (Attach atleast five (5) commendation letters).
- d) Due diligence shall be carried out at the EOI stage. The vendor shall propose at least two reference clients for site visits.
- e) Availability of appropriate skills among staff, provide CVs of at least three (3) key staff proposed for the assignment;
- f) Provide a Valid Tax Compliance Certificate
- g) Provide audited accounts for the last two (2) years (2016 and 2015)

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

The expression of Interest can also be viewed and downloaded from GDC Website www.gdc.co.ke or FMIS www.suppliers.go.ke; Bidders are advised to be checking the website from time to time up to five (5) days before submission date for any additional uploaded information through clarification/addendum. 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 & procurement@gdc.co.ke

The responses to the EOI clearly marked "GDC/CPM/EOI/016/2017-2018 - Expression of interests (EOI) for ORGANIZATIONAL PERFORMANCE 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. Bidders should submit one (1) original and two (2) copies of the EOI on or before **04th October, 2017 at 11.00AM.**

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

Only individuals pre-qualified under this procedure will be invited to submit their technical and financial proposals under the Request for Proposal (RFP).

MANAGER, SUPPLY CHAIN