

**SAFARICOM PLC**

**Expression of Interest (EOI) - Supply of Driver's Uniform and Shoes**

**Document Release Date** : **10<sup>th</sup> May 2024**

**Closing Date for Receipt of EOI:** **27<sup>th</sup> May 2024 12:00Pm.**

## 1. INTRODUCTION

Safaricom is the leading integrated communication services provider in Kenya and has a steadily growing subscriber base. The company is continuously expanding and upgrading its systems and processes to meet the changing needs of its customers. To meet this objective Safaricom continuously seeks to partner with competent suppliers and service providers for the supply of various goods and services. The physical appearance of the organization's drivers makes their service appealing, attractive and of high quality. This is important as they are part of the face of Safaricom's brand.

The Expression of Interest (EOI) is intended to lead to identification of a reputable and qualified firm to provide driver's uniforms and shoes.

## 2. AIMS AND OBJECTIVES

Safaricom plc offers drivers uniforms and shoes. The vendor will be expected to Supply Driver's Uniform and Shoes of the right quality to Safaricom across the country.

This Expression of Interest (EOI) document is intended to lead to the identification of suppliers that can demonstrate that they have sufficient capacity to provide these services in the best possible way and in a manner that enables Safaricom to meet its expectations.

Safaricom is therefore soliciting from interested companies an Expression of Interest clearly showing the following;

1. The profile of the company detailing the years of experience the company has supplied uniform and shoes.
2. List of corporate clients where firm has offered similar services in the last 3 years.
3. Physical location - Providing details of the location of your physical premises within Kenya and the contact details.
4. Valid Operating Permits and Licenses.
5. Signed Company health and safety policy, processes, and procedures.
6. Supplier's delivery lead times after an order for supply of uniform and shoes is made.

## 3. SCOPE OF SERVICES

The Expression of Interest (EOI) is intended to lead to identification of a reputable and qualified firm to provide driver's uniforms and shoes.

This will comprise of the following;

<b>Driver Uniform</b>
Official Suits
Official Shirts
Official Ties
Kaunda Suits
<b>Official Shoes</b>

#### 4. RESPONSIBILITIES

- It is the responsibility of the contractor to show commitment to providing consistent high quality services from the very first contact.
- Compliance with industry standards, regulations, and procedures. Work processes and legal compliance as proof of ability to supply high quality uniform and shoes.

#### SUBMISSION OF RESPONSES

Interested suppliers should submit their response to this via the portal. Any questions regarding the EOI should be emailed to [CKiteme@Safaricom.co.ke](mailto:CKiteme@Safaricom.co.ke) and copied to [ewere@safaricom.co.ke](mailto:ewere@safaricom.co.ke) on or before **27<sup>th</sup> May 2024 12:00Pm.**

#### NEXT STEPS

- Review of submitted Expressions of Interests
- Prequalification of shortlisted suppliers
- Issuing of tender to prequalified suppliers.

#### NOTE:

- Only the suppliers who meet our minimum requirements will be considered for further discussions.
- Safaricom reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the bidders of the outcome of the process.
- Safaricom and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the documents and information submitted in connection with this application.

Similar Requirements relating to this EOI are accessible via the below link. Kindly review all instructions on this document before proceeding to submit.

[RFI: 1583 - Negotiations - Oracle Fusion Cloud Applications \(oraclecloud.com\)](#)

#### **Important Instructions on Enquiries and submission of Responses**

a) All new and participating suppliers for this EOI will be expected to register as new suppliers via the below link;

<https://egjd.fa.us6.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000002465003>

b) All registered suppliers who would like to participate in this EOI can access the EOI through below link

[RFI: 1583 - Negotiations - Oracle Fusion Cloud Applications \(oraclecloud.com\)](#)

c) Note that the responses to this RFI are to be submitted via the Safaricom i-sourcing portal. **e-mail responses may not be considered.**

d) Companies in the SIG categories are encouraged to apply

e) The responses to this EOI are to be submitted via the Safaricom i-sourcing portal and e-mail responses WILL NOT BE CONSIDERED.

d) Once logged in, all interested suppliers can access the EOI by following below steps:

Supplier Portal>>Negotiations>>View Negotiations>>\*Invitation Received (pick number 1489)>> Search.

- e) The EOI response **should not** include pricing/commercial proposal
- f) All responses should be provided in standard file formats i.e., XLSs, DOC(X) and PDF.
- g) Any link submitted together with the documentation should lead to an MS OneDrive folder and not Google Drive or WeTransfer. Submissions with links to platforms other than MS OneDrive will not be accessible on our end and will not be considered.
- h) Any costs associated with the preparation and submission of the response to the EOI shall be borne by the vendor.