



## SAFARICOM PLC

**EXPRESSION OF INTEREST (EOI) - PROVISION OF INTERNATIONAL REMOVALS,  
RELOCATION & LOGISTICS SERVICES**

**Document Release Date : 6<sup>th</sup> April 2022**

**Closing Date for Receipt of EOI: 13<sup>th</sup> April 2022**

## 1. INTRODUCTION

Safaricom PLC 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 supply of services.

Safaricom PLC is seeking Expressions of Interest (EOI) from qualified and reputable vendors for the Provision of **International Removals, Relocation & Logistics Services**. The successful supplier will be required to facilitate all relocation logistical arrangements for staff household items across the world.

## 2. AIMS AND OBJECTIVES

Safaricom PLC is seeking Expressions of Interest (EOI) from applicants to submit competitive applications that will facilitate a smooth relocation with the aim of ensuring minimal disruption to the business and to staff with regular relocation needs.

To provide a stress free relocation and to save time for both the company & staff, Safaricom Plc needs services of a reliable provider that offers complete single relocation solutions locally with a well-established and reputable network in place ensuring highest quality of service through stringent standards.

## 3. SCOPE

The scope of services may include but not limited to the following; -

- Free pre move assessment survey.
- Assembly, Packing & loading ensuring safety by use of best packing materials available in the market.
- Transport in covered, lockable and clean trucks.
- Off-loading and un-packing/Disassembly
- Provision of specialized services including: Moving pianos, antiques, fine art & items of sentimental value.

- After delivery service – Reporting & tenacious follow-up of staff concerns.

**It shall be noted that detailed requirement specifications will be provided to the shortlisted vendors in the RFP document.**

### **EXPRESSION OF INTEREST RESPONSE**

Companies interested in providing the above requirements are invited to submit their responses to this EOI using the attached response form, along with the following documents:

1. Expression of Interest letter duly dated signed and stamped.
2. Proposal clearly showing the following: -
  - Years of experience as prime service providers of Relocation & Moving Services
  - The principal place of business, authority from relevant authorities to offer such services (Provide evidence of compliance with statutory requirements, certification and all other relevant licenses).
  - CV's of key staff that are directly contracted by the company to relocate and move.
  - Current list of clients where similar services have been carried out. Indicate your contract structure for these clients and whether the contract is transaction based.
  - Company Health and Safety policy, processes and procedures clearly listing the personal protective equipment (PPE/c) used during the Relocation and moving exercises.

### **NEXT STEPS**

The next steps will be as below: -

- a) Evaluation of the Expression of Interest submission
- b) Shortlisting of Bidders
- c) Prequalification of shortlisted bidders (where applicable)
- d) Issue the Request for Proposal tender document

### **RESPONSES**

Vendors are advised to submit their responses via return email by **5:00 pm (EAT) on Wednesday 13<sup>th</sup> April 2022** to [fmangala@safaricom.co.ke](mailto:fmangala@safaricom.co.ke) ; [Sngugil@Safaricom.co.ke](mailto:Sngugil@Safaricom.co.ke)

**NOTE: -**

This is not an invitation for submission of proposals. Its purpose is to identify companies that would be interested in participating in the solicitation when issued. 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.