



**REQUEST FOR EXPRESSIONS OF INTEREST (EOI)
FOR
DEVELOPMENT AND MANAGEMENT OF A COMMERCIALY
IMPORTANT PERSONS (CIP) LOUNGE IN;
Lot 1: MOI INTERNATIONAL AIRPORT
Lot 2: ELDORET INTERNATIONAL AIRPORT
Lot 3: KISUMU INTERNATIONAL AIRPORT**

TENDER NO. KAA/OT/MBD/EOI/0002/2024-2025

Introduction

Kenya Airports Authority would like to invite interested parties to develop CIP lounges at three of its major airports. CIP lounges are a vital facility in airports that are used by travelers both on business and leisure who would like to enjoy a better lounge experience while at the airport. This service is expected to not only improve the image of the airport but also the overall customer experience

Kenya Airports Authority (KAA) hereby invites Expressions of Interest from qualified and reputable firms to develop CIP and manage CIP lounges at Moi International Airport (MIA), Kisumu International Airport (KIA) and Eldoret International Airport (EIA).

Objectives and Scope

The **objectives** of engaging reputable companies are: -

- Develop, manage and maintain lounges at MIA, KIA and EIA Airports
- To promote customer focus, integrity and professionalism within the legislated legal framework.
- To ensure international best practices in airport safety and security as well as environmental standards are observed at JKIA.

Criteria for short-listing

- a. Firms to demonstrate that they have legal capacity by submitting copies of:
 - Certificates of Incorporation / Registration.
 - CR12
 - Valid Tax Compliance
- b. Provide a detailed company profile, including statements on its key business, business affiliations and networks, administrative and contact information.
- c. Firms to demonstrate that they are undertaking or have previously undertaken a project for development, management and operations of a related/similar business entity within hospitality, aviation hub, 4 star and above in the hotel sector.
- d. Access to a line of credit of not less than USD500,000, bank statement and overdraft facility specific to this tender.
- e. Firms to provide at least three (3) letters of recommendation and agreements/contracts from current clients within a period of the last three years.

After the shortlisting is completed, Requests for Proposals (RFPs) with specific Mandatory, Technical and Financial requirements will be issued.

1. The expression of interest document should not exceed 50 Pages.
2. Interested bidders may obtain further information at the address below during office hours (weekdays from 08:00Hr to 17:00 Hrs EAT from Monday to Friday excluding lunch hour (13:00 to 14:00 Hrs), public holidays and send their queries on email address tenders@kaa.go.ke .
3. Expression of Interest documents must be submitted **online** on or before **22nd August 2024 at 11.00 am**. Interested bidders who are not in KAA system and therefore do not have login credentials should contact KAA procurement through email: tenders@kaa.go.ke for login credentials early enough and not later than three (3) days before tender closing date. All relevant submission documents must be attached on the login submission screen (*On submission screen, click technical Rfx Response tab which will lead you to the second screen (Cfolder) where the system creates a folder specific to you for uploading your technical tender response documents. Here you click "Tech Bid" subfolder and create attachments. "Caution Do not attach your documents on the collaboration folder"*). For Financial Proposal, use the submission financial screen for inputting the Price and related financial attachments on Notes and attachments. A step by step manual/guide is available for downloading using the link <https://www.kaa.go.ke/corporate/procurement/manuals/>
4. Bidders shall not have access to the eProcurement system after the official closing time.
5. For clarification please email: tenders@kaa.go.ke quoting EOI Ref: **CAA/OT/MBD/EOI/0002/2024-2025**

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