

# **EXPRESION OF INTEREST (EOI) TO CARRY OUT WORK ENVIRONMENT SURVEY AT KENYA POWER**

## **Introduction**

The Kenya Power & Lighting Company Ltd is an electricity distribution and transmission company with operations all over Kenya. It has several workstations, substations and a network of transmission and distribution lines all over the country. These workstations are managed centrally from the head office at Stima Plaza but with delegation of functional management to the Regional Offices (Ten regions in total). The company is continuously addressing all identified safety & health risks and has integrated the management of these in its overall management system.

## **Objective**

The overall objective of this survey will be to establish employee satisfaction levels and the standard of general work environment in terms of safety and health in order to improve KPLC Services.

It is intended that at the end of this exercise eligible consulting firms capable of conducting Work Environment Survey within the set time frame (Two Months) will be shortlisted and Requests for Quotations (RFQ) will only be sent to the candidates so shortlisted.

## **Scope of Work**

The assignment will cover work sites/ premises and a sample of all employees of Kenya Power and Lighting Company limited in all its work places.

Specifically the consultancy firm will carry out Work Environment Survey to assess:-

- Management responsiveness towards safety, their work needs and orientation on problem solving of safety issues.
- Training and utilization of acquired safety skills.

- General work environment e.g work station ergonomics,
- Effectiveness of safety communication among the staff themselves and Management.
- Levels of service quality and programmes offered by Kenya Power and Lighting Company limited in relation to safety and health
- Safety and health service delivery systems and propose recommendations for improvements.

### **Expected Output**

- An assessment report with recommendations will be expected at the end of the assignment in both hard and soft copies.

### **Qualification Criteria**

Eligible consultancy firms with the relevant qualifications and experience in conducting similar surveys are invited to express their interest in carrying out the survey by submitting an (EOI) document containing the following minimum requirements:-

- Certificate of Requirement/Incorporation
- Valid trade licence
- Valid tax Compliance Certificate
- Proof of financial capability
- List of similar jobs undertaken in the last two (2) years giving the description of study, status, client names, addresses and contract sums.
- Experience, qualifications and competence of the key staff proposed for the assignment (the leader must have at least a Master's degree in Statistics

and/or Economics. All other team members must have at least a first degree).

A scanned copy of Expression of interest documents clearly marked “**TENDER NO.KP1/9AA/PT/29/NM/15-16 EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES TO CONDUCT ‘WORK ENVIRONMENT SURVEY’**” should be addressed to the undersigned and submitted in the **KPLC E-Procurement Web Portal** found on the KPLC website ([www.kplc.co.ke](http://www.kplc.co.ke)) on or before 19/01/2016 at **10.30 a.m.**

Opening of Expression of Interest documents will take place immediately thereafter in the Stima Plaza auditorium in the presence of consultants who choose to attend.

SUPPLY CHAIN MANAGER (PROCUREMENT)  
THE KENYA POWER & LIGHTING COMPANY LIMITED  
CENTRAL OFFICE, STIMA PLAZA,  
KOLOBOT ROAD, PARKLANDS,  
P.O. BOX 30099-00100,  
NAIROBI,  
KENYA.

Telephones: +254-020-3201000; 3644000 Pilot Lines

Telephones: +254 -720-600070/1-5; -733-755001/2-3 Cellular

Facsimile: +254-20-3514485

Website: [www.kplc.co.ke](http://www.kplc.co.ke)

**E-mail:** [Jwachira@kplc.co.ke](mailto:Jwachira@kplc.co.ke)  
[tomwega@kplc.co.ke](mailto:tomwega@kplc.co.ke)  
[bmuturi@kplc.co.ke](mailto:bmuturi@kplc.co.ke)