



**Equip Africa College**  
— of —  
**Medical & Health Sciences**

**EXPRESSION OF INTEREST (EOI) FOR  
PROVISION OF STUDENT CATERING SERVICES**

**(EOI NUMBER:  
EACMHS/EOI/001/2021-2022)**

**Equip Africa College of Medical & Health Sciences**

**P.O Box1869-30200**

**Kitale**

**15<sup>th</sup> June 2021**

## **1.0: INTRODUCTION**

Equip Africa College of Medical and Health Sciences is an accredited TVET institution offering courses in the field of Health and Applied Sciences. The college was founded with the sole aim of training competent healthcare professionals who will deliver quality and compassionate healthcare services that meet diverse healthcare needs of the society.

Located in Kitale town along Eldoret – Kitale road, next to Kitale Club, and the first centre of excellence in healthcare training in Trans-nzoia County, the college stands out with ultra-modern learning facilities coupled with high calibre faculty with many years of industry and teaching experience.

## **2.0: AIMS AND OBJECTIVES**

This Expression of Interest (EOI) document is intended to lead to the identification of service provider that can demonstrate sufficient capacity and experience to provide catering services in a manner that enables the College to meet its expectations. The College is therefore soliciting from interested companies an Expression of Interest clearly demonstrating the following;

- i. The profile of the company detailing the years of experience as service providers of catering services.
- ii. Current list of clients where similar services have been carried out and the number of people served. Recommendation letters from the clients and contacts are required.
- iii. Provide evidence of compliance to NHIF, NSSF, KRA and WIBA
- iv. Supplier partnership if any

## **3.0: SCOPE OF SERVICES**

Provision of catering services including, but not limited to;

- i. Preparation of Food and Serving as required on daily basis
- ii. Display of food menu and prices as per agreement
- iii. Stocking of the adequate raw foods, beverages, consumables, cutlery and crockery
- iv. Regular Inspection and Maintenance of Kitchen equipment and facility
- v. Daily cleaning of the Kitchen and Stores as appropriate
- vi. Appropriate collection and disposal of waste as necessary

### **3.1: Technical Requirements for provision of catering services**

The requirements for Catering Services include;

- i. Business permit provided by the County Government
- ii. Food handling certificate
- iii. NEMA certificate for Garbage disposal
- iv. Valid medical certificates for all staff engaged at the kitchen
- v. Compliance with Occupational Safety and Health (OSH) requirements
- vi. Certificate of good conduct for all employees
- vii. Appropriate food handling attire for all employees

### **3.2: Responsibilities of the service provider**

The supplier will provide the following;

- i. Cooking Gas
- ii. Dish cloths and sponge
- iii. Serving trolleys and serving trays
- iv. Washing pastes (Axion), detergents (Jik), Scouring agents,
- v. Serviettes, Toothpicks, salt and pepper shakers,
- vi. Kitchen cutlery and crockery
- vii. Uniform for their staff-Hair nets, Closed shoes, Name tags, Blouse/shirt/skirt/trouser, Gumboots for cleaning stewards
- viii. Menu display board
- ix. Waste bins and waste collection bags
- x. Cooking pots (Sufuria's)
- xi. Food grade gloves-polygloves
- xii. Cleaning Buckets and mops

### **3.3: Responsibilities of Equip Africa College of Medical and Health Sciences**

The college will avail at a cost;

- i. Facility Space
- ii. Water
- iii. Electricity
- iv. Basic kitchen equipment at the said premise. However, the service provider will be required to provide appropriate equipment if need be. Additionally, the supplier shall be expected to use and keep the equipment in good working order and maintain all the Kitchen equipment in their possession for the time they are on contract with EACMHS and hand them over as in good working condition.

### **3.4 Contract Period**

- i. Successful bidder will be required to start operations from 1<sup>st</sup> September 2021
- ii. The contract period will be 1(one) year renewable subject to performance.

### **4.0 FINANCIAL PROPOSAL**

Bidders are required to give financial proposal as consideration for monthly rent, goodwill and utilities. The amount quoted should be in **Kenya Shillings per month** to be paid quarterly in advance.

### **5.0: SUBMISSIONS**

Interested suppliers should submit their response to this EOI to [amwangi@eac.ac.ke](mailto:amwangi@eac.ac.ke) or Hard Copy In duplicate before **31<sup>st</sup> July 2021 at 5:00 pm**

Interested suppliers are required to pay **Ksh 3,000** and attach a copy of the payment slip:

**Payment details:**

Co-operative Bank of Kenya - Thika Branch

Ac

Name: Equip Africa college of Medical and Health Sciences

Ac No: 01143736376000

### **NOTE:**

- Technical proposal carry 70% while financial proposal carry 30%.
- Only the suppliers who meet our minimum requirements will be considered for further discussions
- EACMHS 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
- EACMHS and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the documents and information submitted in connection with this EOI