**EXPRESSION OF INTEREST TO LEASE SOS CV KENYA SCHOOLS**

**General Background**
SOS Children’s Villages Kenya (SOS CV KE) is a locally rooted, independent non-governmental social development organization affiliated to SOS Children’s Villages International, working in the spirit of the United Nations Convention on the Rights of the Child and the constitution of the Republic of Kenya. SOS CV Ke is governed by an independent Board of Trustees, working closely with line Ministries in the Government of the Republic of Kenya and the SOS CV International East and Southern Africa Regional Office. SOS CV Ke is a member of SOS - Kinderdorf International, the largest private welfare organization for children in the world. Over 200,000 children and young people benefit from the various residential, educational and developmental programmes we have established in 138 countries. Residential, educational and community development programmes run by SOS CV Ke include five SOS children’s villages, three Herman Gmeiner primary schools, one Herman Gmeiner secondary school, two Medical Centers, seven family strengthening programmes and one vocational and technical training institute.

**Our Vision**
*Every child belongs to a family and grows with love, respect and security*

**Our Mission**
*We build families for children in need, we help them shape their own futures and we share in the development of their communities*

The first SOS Children’s Village in Kenya was opened in 1972 in Nairobi. Additional SOS Children Villages were subsequently established in Mombasa (1979), Eldoret (1990), Meru (2005) and the latest village in Kisumu (2012). In these children villages, SOS CV Ke provides quality care to children and young people who have lost, or who are at risk of losing parental care. Additionally, SOS CV Ke runs 5 Kindergartens, 3 Primary Schools, a Secondary School, 2 Medical Centres, a Vocational Training Centre and Community Development Programmes in different locations aimed at strengthening families and communities to provide quality care to children and youth in 7 locations. The 5 SOS children’s villages and community programmes in Kenya currently serve more than 15,000 children and youth.

2. **Objectives of the Expression of Interest**
The objective of the expression of interest is:

a. Lease of SOS Children's Villages Kenya kindergarten, primary, secondary and vocational training schools located in Nairobi and Eldoret to a suitable partner effective August 2020.

2.1 Application process and requirements:
Prospective bidders are required to submit the following in their applications:

i. Bidder’s registered company name with the registrar of companies including names of directors; A tax compliance certificate; VAT/PIN registration;
ii. Short background of the interested bidder including details of size, structure, relevant experience with 3 referees of previous similar schools managed in the last 10 years (including contact persons, day time telephone & email contacts)
iii. Proposed terms of lease, Period of Lease and Leasing fee
iv. All requisite clearances, licenses and permits to operate the schools in the jurisdictions listed
v. Adequate indemnity cover for proposed leased facilities
vi. Demonstrated experience in handling similar projects (scope and value) and adequate proof of capacity to run education facilities at this level (experience, bank balances or guarantees)
vii. 5,000 KShs to be paid upon application
viii. Any other useful information to strengthen the bidder’s application for consideration.

2.2 Degree of Expertise and Qualifications of Applicants

i. The bidder must have demonstrated/proven experience in management and running of school(s).
v. Authority to run respective education facilities in Kenya

2.3 Facilities to be leased effective August 1 2020

a. 1 Kindergarten, Nairobi
b. 1 Primary School, Nairobi
c. 1 Vocational Training Centre, Nairobi
d. 1 Kindergarten, Eldoret
e. 1 Primary School, Eldoret
f. 1 High School, Eldoret
3.1 Institutional Requirement
SOS CV Kenya will provide all the appropriate documentation and background information required by the bidder to get an in-depth understanding of the listed facilities.

3.2 Scope of this expression
To provide SOS CV Kenya with excellent leasing services ensuring that the schools are managed and run at the same or higher quality level as they have been run under SOS CV Ke.

4 Request for proposal
SOS Children's Villages Kenya is seeking proposals from reputable firms/lessees to submit their proposals for leasing services for listed SOS CV Kenya schools.

4.0 Submission
Completed bids in plain sealed envelopes should be sent to:

The National Director
Ref: Bid to Lease Schools
SOS Children's Villages Kenya
P.O. Box 40653 00100
Nairobi, Kenya

and be delivered to the tender box at the reception of SOS Children's Villages Kenya, National Office, Marcus Garvey Road, Off Argwings Kodhek, Gate 7 on or before 10th December 2019 at 1600 hrs. Alternatively, email bids should be sent via email to Walter.Odhiambo@soskenya.org on or before the time allocated above.

Bid offers must remain valid for 90 days from the date of tender closing.
Only short listed bidders will be contacted.
SOS Children's Villages Kenya reserves the right to reject any bid without giving reasons for the rejection and does not bind itself to the lowest or any bids.
SOS Children's Villages Kenya does not require bidders to pay any fee at whatever stage of the bidding process. Bid application fees must be paid and officially receipted at SOS CV Ke National Office and not anywhere else. We therefore advise the general public to exercise due diligence when submitting bids.

5) Disclosure of Information, Copyright & Data Protection
SOS CV Ke Service Providers shall not during or after any engagement, disclose to any third party any information arising from that engagement (except in the performance of the services) without the express consent of the SOS Children’s Villages Kenya - National Director or his designate. This includes personal information on children and youth beneficiaries of SOS CV Kenya’s programmes; SOS CV Kenya’s staff, Board Members and stakeholders; adult caregivers engaged in the organization’s programmes; and other service providers engaged with SOS CV Kenya. All the deliverables and information contained therein shall remain the property of SOS CV Kenya and may not be used, published, duplicated or used otherwise without SOS CV Kenya’s express permission.

In line with SOS CV Kenya’s Data Protection Policy national and international laws on the same, the Service Provider shall not disclose to a third party or make public any personal information or data regarding any children & youth beneficiaries, staff, Board Members, community members, contractors, partners and other stakeholders that they will interact with in the course of the exercise.

6) Child Protection Policy

All Service Providers undertake to abide by the SOS Children’s Villages Kenya Child Protection Policy, which is a statement of SOS Children’s Villages Kenya’s commitment to preventing abuse and protecting children with whom it comes into contact. This extends not only to children with whom its caregivers work directly, but also includes children whom staffs are responsible for SOS CV Kenya. We strongly condemn all forms of child abuse and exploitation, which is within or outside the organization, and always responds efficiently and effectively to any case of proven, alleged or attempted abuse within its sphere of influence according to its nature.

As associates, suppliers, visitors, donors or any form of stakeholder, you are strongly prohibited from engaging in any act that may harm the child. It is therefore a mandatory/ (i.e. compulsory) requirement for Service Providers to report any child protection issue where a child may be abused or at risk of abuse to the management during your time duration of their contractual engagement with SOS CV Kenya.

SOS Children’s Villages Kenya believes that the situation of children must be improved through the promotion of their rights as set out in the national and international laws and policies including the United Nations Convention on the Rights of the Child (UNCRC); the African Charter on the Rights and Welfare of the Child; the Sexual Offenses Act; Children’s Act; the Prohibition of FGM Act; and the Constitution of Kenya (2010).

SOS Children’s Villages Kenya shall ensure compliance with their child protection standards including appropriate background checks and adherence to our Child Protection Policy and Code of Conduct.