



# **KERIO VALLEY DEVELOPMENT AUTHORITY (KVDA)**

**OCTOBER 2021**



***NAME AND IDENTIFICATION OF TENDER  
KVDA/EOI/01/2021-22***

KERIO VALLEY DEVELOPMENT AUTHORITY

P.O BOX 2660-30100

KVDA Plaza, Oloo Street

ELDORET

info@kvda.go.ke

**Invitation to Expression of Interest (EOI)**

**No. *KVDA/EOI/01/2021-2022***

**Expression Of Interest for Provision of a fund Manager  
for the provident fund**

## **Expression Of Interest for Provision of a fund Manager for the provident fund**

Invitation for expression of interest No: *KVDA/EOI/01/2021-2022*

*Contract Name:* **Expression Of Interest for Provision of a fund Manager for the provident fund**

Procuring Entity or Procuring Entity: **Kerio Valley Development Authority**

Issued on: **12<sup>th</sup> October 2021**

## INVITATION TO APPLY FOR PREQUALIFICATION

Name of Contract: **Expression Of Interest for Provision of a fund Manager for the provident fund**  
Reference No. **KVDA/EOI/01/2021-2022**

**The Kerio Valley Development Authority has floated an Expression of Interest looking for a fund manager under No: KVDA/EOI/01/2021-2022**

1. It is expected that the Expression Of Interest will be made in **12<sup>th</sup> October 2021**. And will be open to all applicants who express the interest.
2. Qualified and interested applicants may obtain further information and inspect the expression of interest during office hours **8.00AM to 5.00 PM** at the address given below.
3. A complete set of Expression of interest Document in English may be purchased or obtained by interested applicants upon payment of a non-refundable fees of Kenya shilling **1,000** in cash or Banker's Cheque and payable to the address given below. Expression of interest documents obtained electronically will be free of charge.
4. Expression of interest Document may be viewed and downloaded for free from the website **www.kvda.go.ke**.
5. Applications for Expression of interest should be submitted by postal service, or hand/courier delivery, clearly marked envelopes and delivered to the address given below by **25<sup>th</sup> October 2021 at 10.30AM**.
6. Late applications a reliable to be rejected.

Addresses referred to above are:

- a) Address for Submission of Tenders.

**KERIO VALLEY DEVELOPMENT AUTHORITY**

**KVDA PLAZA, OLOO STREET  
P.O BOX 2660-30100**

**ELDORET  
TENDER BOX LOCATED AT THE 13TH FLOOR  
NORTHERN WING**

- b) Address for Opening of Tenders.

**KERIO VALLEY DEVELOPMENT AUTHORITY**

**KVDA PLAZA, OLOO STREET**

**P.O BOX 2660-30100**

**14<sup>th</sup> FLOOR BOARD ROOM**

# **PART 1 - APPLICATION PROCEDURES**

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## **EXPRESSION OF INTEREST (EOI) FOR PROVISION OF A FUND MANAGER - KVDA/EOI/01/2021-2022**

Kerio Valley Development Authority (KVDA) is a corporate legal entity established in 1979 as a Regional Development Authority (RDA) under Cap 441 of the laws of Kenya. The Authority is mandated to undertake River Basin Conservation and management through integrated river basin based development programmes with the key objective of propelling development to improve the region's per capita income.

The Kerio Valley Development Authority invites sealed Expression Of interest from interested and eligible contractors for the following.

### **Scope of the assignment**

The successful firm will be assigned the role of investment fund manager and the assignment will entail the following:

1. Aligning the investment to the investment goals and objectives of Kerio valley development Authority provident fund
2. Do monthly updates on the fund performance to management as and when need arises.
3. Establish formalized criteria to measure, monitor and evaluate the fund performance on an ongoing basis;
4. Sharing with management all pertinent information likely to have material impact on the funds under management;
5. To employ fundamental analysis and research on selection of individual securities to the fund;
6. Continuous reviewing of the portfolio for optimal diversification and ultimate reduction of the fund risk exposure;
7. Prudent Market timing to ensure that assets are bought and sold at the right time in order to maximize returns.
8. Investing in a manner cognizant of the liquidity needs of the Authority provident fund.
9. The fund manager must at all times ensure preservation of the invested capital.
10. The Investment function will have an oversight role over the fund manager to ensure that the funds comply with the Authority's provident needs.
11. Be ready and willing to be appraised by the receivers of the services like participate in training members of the provident fund.

### **C. Basic Eligibility criteria**

1. Certificate of business incorporation

2. Valid tax compliance
3. Company profile
4. Demonstrate ability and capacity to undertake the assignment.
5. The basic qualification of firm/ fund manager should be university degree or its equivalent, preferably in the field of project management, finance and administration.
6. Have at least four years practical experience in the thematic area that the person intends to be engaged in
7. CV certificates and testimonies to demonstrate that they have experience in the relevant fields.
8. Where a person is expected to be affiliated to a recognized professional body, must have a current license or certificate of practice issued by a professional body
9. Has certificate of good conduct.
10. Must be cleared by credit reference bureau(CRB)
11. Be ready to be called upon from time to time to provide the relevant services and remunerated in accordance with the rates determined by the prevailing market rates.
12. Be willing to enter into a contract for each assignment upon which they have been contracted

Applications for Expression of interest should be submitted by postal service, or hand/courier delivery, clearly marked envelopes and delivered to the address given above by **25<sup>th</sup> October 2021 at 10.30AM.**