



**REQUEST FOR EXPRESSION OF INTEREST (EOI) FOR PROVISION OF  
CONSULTANCY SERVICES ON EMPLOYEE ENGAGEMENT, SATISFACTION,  
WORK ENVIRONMENT AND ORGANIZATIONAL CULTURE SURVEYS FOR THE  
KENYA DEPOSIT INSURANCE CORPORATION**

**TENDER NO. KDIC/EOI/04/2023-2024**

**CLOSING DATE: 14<sup>TH</sup> MAY 2024 AT 10:00AM**

**NAME OF THE PROCURING ENTITY: KENYA DEPOSIT INSURANCE CORPORATION**

**ASSIGNMENT OR CONTRACT TITLE: CONSULTANCY SERVICES ON EMPLOYEE ENGAGEMENT, SATISFACTION, WORK ENVIRONMENT AND ORGANIZATIONAL CULTURE SURVEYS FOR THE KENYA DEPOSIT INSURANCE CORPORATION**

**Reference No: KDIC/EOI/04/2023-2024**

1. The Kenya Deposit Insurance Corporation (*KDIC*) intends to shortlist consultants to provide consulting services (the Services) for **Consultancy Services on Employee Engagement, Satisfaction, Work Environment and Organizational Culture Surveys for The Kenya Deposit Insurance Corporation.**

KDIC has a staff establishment of 158 employees within its offices situated in Nairobi. As part of its strategy to attract, retain and motivate competent staff for enhanced productivity and quality service delivery, and in view of the dynamic job market, the Corporation would like to review its compensation package with a view to determine competitive remuneration to its staff. The Corporation thus seeks to contract a consultant to conduct an Employee Engagement, Satisfaction, Work Environment and Organizational Culture Surveys.

**Consultancy objectives are;**

- i. Measuring employee engagement and satisfaction levels and taking action to increase retention of employees, morale, quality of work and productivity.
- ii. Identifying current and potential employee needs and expectations and recommend actions to address the needs and expectations in a fulfilling and timely manner.
- iii. To determine the factors affecting work engagement and job satisfaction among the employees of the corporation
- iv. Determine the extent to which these factors affect the employees' engagement and satisfaction.
- v. Evaluate the level of staff satisfaction with remuneration, staff benefits and welfare.
- vi. Determine the level of staff motivation, morale and recognition by management.
- vii. Determine the extent of training and development among staff;
- viii. Find out the perceived current level of employee engagement and satisfaction.
- ix. To identify the employee engagement and satisfaction gaps and propose mitigation measures.
- x. To establish the relationship between employee engagement and satisfaction and performance in the corporation.

- xi. Recommend measures to enhance staff engagement, satisfaction and productivity.
- xii. Recommend ways of sustaining and enhancing employee engagement and satisfaction.
- xiii. Determine the effectiveness of supervision, evaluation and appraisal of staff.
- xiv. Develop a composite measure of staff engagement and satisfaction and use it to determine the overall rating of the current level of staff engagement and satisfaction
- xv. Determine the employee satisfaction level and index.
- xvi. Determine the employee engagement level and index.

2. The KDIC now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria required for qualifications and experience of the firm are:

- (i) Experience in the assignment, including technical and managerial capability of the firm.
- (ii) Number of years in business working on the area of the assignment.
- (iii) Reference to at least Five (5) assignments of similar nature and size carried out in the last five (5) years that include persons or institutions and contact addresses (phone, email) who can be contacted on the same.

In addition, EOI from qualified and eligible bidders must be accompanied by the following documents:

- i. Company profile.
- ii. Certificate of business incorporation/ registration.
- iii. An up-to-date KRA tax compliance certificate

3. The attention of interested Consultants is drawn to the following provisions that will be highlighted in the Request for Proposals to be issued to shortlisted firms.

- (i) The Consultant will be expected to have no conflict of interest with other assignments or its own corporate interests and acting without any consideration for future work.
- (ii) The consultant has no personal or business relationship with KDIC's senior management or professional staff.
- (iii) A firm or an individual in the firm has not been sanctioned by the Public Procurement Regulatory Authority or are under a suspension or a debarment imposed by any other entity of the Government of Kenya, or any international organization.

- (iv) Government-owned enterprises or institutions of Kenya Government, officials and civil servants and employees of public institutions may not be eligible.
4. Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
  5. A Consultant will be selected in accordance with the Quality Cost Based Selection (QCBS) method set out in the Act and Regulations.
  6. Further information can be obtained at the address below during office hours from **8:00am to 5:00pm**  
**Name of Procuring Entity:** Kenya Deposit Insurance Corporation (KDIC)  
**Contact Person/Official:** Chief Executive Officer.  
**Telephone number:** +254 709 043 000 or +254 020 667 7000  
  
**Email Address:** *procurement@kdic.go.ke or customercare@kdic.go.ke*  
  
**Postal Address:** P.O. Box 45983-00100, Nairobi, Kenya.  
  
**Physical Address:** 16th Floor Old Mutual Tower, Upper hill.
  7. Expressions of interest must be delivered in a written form to the address below in person and dropped in the tender box on or before **14<sup>th</sup> May 2024 at 10:00am**  
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