



SAFARICOM PLC

EOI-Provision of Supplier Due Diligence Business Reports

Document Release Date: 25th April 2024

Last Date for Receipt of Proposals: 3rd May 2024

1. INTRODUCTION

Safaricom PLC is a leading telecommunications company offering a comprehensive range of integrated telecommunication services, including mobile and fixed Voice, SMS, Data, Internet, and Mobile money (M-PESA) to over 30 million subscribers. Safaricom currently holds a market share of 67% and commands the widest mobile network coverage enabling it to maintain its position as the region's mobile market leader. Our efforts are geared towards positively impacting the lives of those in the communities around us and thus we strive to change the present to improve the future.

Safaricom uses supplier due diligence business reports i.e CRB reports, to confirm the information of companies that we pre-qualify as suppliers from time to time.

This is therefore an Expressions of Interest (EOI) from reputable firms for the provision of supplier due diligence business reports.

This document constitutes the formal Request for Expressions of Interest (EOI) for provision of supplier due diligence business reports and is being availed via the Safaricom iSupplier portal. This is a closed solicitation meant for your company and a select few, thus details should not be transferred, or information shared with any other company. Please confirm your interest in submitting an Expressions of Interest towards this EOI by acknowledging receipt & participation via the Safaricom iSupplier portal.

2. AIMS AND OBJECTIVES

This Expression of Interest (EOI) document is intended to lead to the identification of suppliers that can demonstrable having sufficient capacity and experience to provide business information search services from the registrar of companies for all suppliers being pre-qualified/registered to do business with Safaricom.

Safaricom is therefore soliciting from interested companies an Expression of Interest clearly showing the following:

- A company profile detailing the years of experience in the provision of supplier due diligence business reports.
- Authority from relevant authorities to provide supplier due diligence business reports (evidence of compliance with statutory requirements, certification and all other relevant licenses).
- Current list of clients where similar services have been provided.
 - Geographical presence i.e. the regions that the vendor has offices

3. SCOPE OF SERVICE

The nominated supplier will be required to provide the following services;

- Provide supplier due diligence business reports/business search services for all business entities that would like to be pre-qualified/registered to do any business with Safaricom i.e. companies, businesses, societies, associations, Trusts, NGO etc.
- Provide the list of shareholders of companies.

- Verify the registered address of the business physical location.
- Ability to provide international KYC verification will be an added advantage.
- Reports will be shared from a single point of reference on an interface through which they can be reviewed for a maximum of 3 months.

4. SUBMISSION OF RESPONSES

Interested suppliers should submit their response to this EOI via the portal. Any questions regarding the EOI should be emailed to CKiteme@Safaricom.co.ke and copied to mokello@safaricom.co.ke **not later than 29th March 2024 (Kenyan Time)**.

5. NEXT STEPS

- Review of submitted Expressions of Interest
- Prequalification of shortlisted suppliers
- Issuing of tender to prequalified suppliers

NOTE:

- This is not a tender.
- Only the suppliers who meet our minimum requirements will be considered for further discussions.
- Safaricom 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.

Important Instructions on Enquiries and submission of Responses

a) All new and participating suppliers for this EOI will be expected to first register as new suppliers via the below link;

<https://egjd.fa.us6.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000002465003>

b) All registered suppliers who would like to participate in this EOI can access the EOI through below link

[RFI: 1533 - Negotiations - Oracle Fusion Cloud Applications \(oraclecloud.com\)](#)

c) Note that the responses to this RFI are to be submitted via the Safaricom i-sourcing portal. **e-mail responses may not be considered.**

d) Companies in the SIG categories are encouraged to apply

e) The responses to this EOI are to be submitted via the Safaricom i-sourcing portal and e-mail responses WILL NOT BE CONSIDERED.

d) Once logged in, all interested suppliers can access the EOI by following below steps:

Supplier Portal>>Negotiations>>View Negotiations>>*Invitation Received (pick number 1489)>> Search.

e) The EOI response **should not** include pricing/commercial proposal

f) All responses should be provided in standard file formats i.e., XLSs, DOC(X) and PDF.

- g) Any link submitted together with the documentation should lead to an MS OneDrive folder and not Google Drive or WeTransfer. Submissions with links to platforms other than MS OneDrive will not be accessible on our end and will not be considered.
- h) Any costs associated with the preparation and submission of the response to the EOI shall be borne by the vendor.