



**EXPRESSION OF INTEREST (EOI)**

**PARTNERSHIP FOR THE PROVISION OF CLEAN ENERGY SOLUTIONS TO SCHOOLS.**

**Date of Issue : Wednesday, 24<sup>th</sup> December, 2025**

**Submission Deadline (Revised) : Monday, 26th January, 2026**

**GROUP SUPPLY CHAIN MANAGEMENT, KCB GROUP  
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## **1 Introduction**

KCB Group Plc (“KCB”) is East Africa’s largest commercial Bank, established in 1896. The Group is headquartered in Kenya, with the country serving as the lead market with the banking subsidiary, KCB Bank Kenya. Over the years, the Bank has grown and spread its wings into Tanzania, South Sudan, Uganda, Rwanda, Burundi, and the Republic of Congo. Our subsidiaries KCB Bank Kenya and Trust Merchant Bank (TMB) also have representative offices in Ethiopia and Brussels, respectively. Additionally, KCB Group owns KCB Bancassurance Intermediary Limited, KCB Investment Bank, KCB Asset Management, KCB Foundation and Kencom House Limited as non-banking businesses.

This document constitutes the formal Request for Expression of interest (EOI) for the provision clean energy solutions to schools. Qualified organizations meeting the requirements stated herein are required to express interest by submitting the required documents through the Oracle fusion Portal.

Please read through this document carefully and provide requested information together with all supporting documents.

## **2 About this request.**

KCB is seeking to prequalify firms to scale up the delivery of clean energy solutions (solar, LPG, steam, biogas) for public schools and TVETs.

This initiative forms part of KCB’s broader sustainable finance and climate action agenda, aimed at supporting schools to transition to reliable, affordable, and environmentally sustainable energy solutions, including but not limited to solar photovoltaic systems, energy storage, clean cooking, and related efficiency technologies.

Under this partnership framework, KCB will provide financing for the approved clean energy installations, enabling schools to adopt these solutions with minimal upfront capital outlay. The selected partner firms will be responsible for delivering high-quality, compliant, and performance-driven installations, in line with applicable regulatory standards and KCB’s technical and safety requirements.

The Expression of Interest process is intended to assess the technical capability, operational capacity, experience, governance, and sustainability credentials of interested firms. Successful respondents will be shortlisted for the next phase of engagement, which may include detailed technical evaluations, pilot deployments, and potential inclusion in KCB’s approved clean energy partner ecosystem for schools.

## Technologies in Scope

- a) Solar PV (lighting & power)
- b) LPG cooking
- c) Steam cooking
- d) Biogas

While the schools independently procure solutions, they also seek to draw from the KCB pre-qualified vendors. In this regard, the Bank will.

- a) Conduct vendor due diligence
- b) Sign MOUs with approved vendors
- c) Shares a list of pre-qualified vendors with schools (schools to enable them to choose independently)

The respondents' submissions will be considered a true representation of their organization's ability to meet the stated requirements. The information provided will be used to assess the respondent capabilities and will serve as the basis for shortlisting for the next phase of engagement.

**Note:** Your participation in this EOI is not a promise of future business with KCB and that all the information received during this process shall be treated as confidential.

## 3 Instructions to Respondent

This section provides important guidelines and requirements to assist you in preparing and submitting your response to this (EOI).

- a. The EOI is open to all participants.
- b. Suppliers participating for the first time are required to register to become a supplier, through the registration link <https://ke.kcbgroup.com/about-us/suppliers>. A complete supplier user guide is available on the KCB website for your reference. ***Vendors are encouraged to complete registration at least 36 hours before the EOI close date to allow for preliminary document verification prior to approval. Email us on [vendormanagement@kcbgroup.com](mailto:vendormanagement@kcbgroup.com) for any registration related questions.***
- c. Upon approval of a new registration application, the vendor can proceed to submit a response before the EOI close date.
- d. Responses to the EOI shall be made in the KCB supplier portal. KCB will only consider submissions made through the **supplier portal**.
- e. Please Complete this questionnaire and attach supportive documentation for each section in the order outlined.
- f. All responses must be received via the supplier portal on or before **26<sup>th</sup> January 2026, 8:00 AM EAT**.
- g. All requests for clarification must be received via the supplier portal on or before **21<sup>st</sup> January 2026, 5:00 PM EAT**.

- h. Receipt of a response shall not bind KCB into a contractual agreement with the respondent.
- i. Any costs associated with preparation and submission of your interest shall be borne by the respondent.

Any clarifications should be addressed to [procurement@kcbgroup.com](mailto:procurement@kcbgroup.com)

#### **4 The Mandatory Documents to be submitted.**

This section outlines the mandatory documents to be submitted by interested organizations.

##### ***4.1. Preliminary Documents***

- 1. Certificate of registration/Incorporation
- 2. CR12
- 3. Kindly attach CRB reports for firms and the Directors (vendors must not be negatively listed).
- 4. Valid Tax Compliance certificate
- 5. Business permit
- 6. Organizational structure with at least 4 levels of organization - Director, PM, Site Managers, Technicians.

#### 4.2. Technical Capability Mandatory Documents

NO	REQUIREMENT	DESCRIPTION	VENDOR RESPONSE
<b><u>PART A</u></b>			
1	<b>Relevant Experience/References</b>	Provide a summary of relevant Vendor Experience in delivery of similar engagements previously undertaken in the supply and installation of Solar Projects with not less than 20kWp. State at least 5 sites completed in the last four years [2022-2025] supported by a copy of either LPO, Award letter or Contracts, indicating details/name of the project, start and end dates of the project or ongoing, the client's name and address, contract amount and details of contact person including, designation, telephone no and email.	
2	<b>Vendor Regulatory requirement</b>	The Vendor to provide evidence of EPRA license for Installation of Solar PV systems, EPRA License C1, EPRA electrical Contractor license B or above and NCA 4 or above electrical engineering license	
3	<b>Team Capacity</b>	Duly certified and stamped Curriculum Vitae (CV) and copies of certificates for the proposed project lead, with minimum Specific work experience of 5 years and holder of at least a Degree in Mechanical/Electrical Engineering or Renewable Energy or equivalent and EPRA T3 license for the assignment including a certified copy of the EPRA T3 license and signed undertaking of availability for the assignment.	
		Proposed project personnel indicating Name, age, academic and professional qualifications, experience indicating firm/project, duration, designation, and professional membership if any.	
4	<b>Equipment and Warranty</b>	Manufacturer Letter of Authority for Inverters, Storage system, Solar PV modules and Mounting Structures for proposed equipment model provided specific to the project addressed to the head of supply chain, KCB Bank Kenya Ltd	
		Proof of supplier equipment warranty (Panels, inverters, and Storage Systems) and existence of local support of equipment intended to be supplied under scope of works Warranty for the panels---25 years Warranty for inverters-----10 years Warranty for battery systems 10 years 12 month workmanship warranty.	

NO	REQUIREMENT	DESCRIPTION	VENDOR RESPONSE
5	Performance Guarantee	Undertaking to provide 10%Performance Guarantee in case awarded the Order.	
6	Work Safety	Provide the Organization defined and documented Health and Safety Policy and Plan.	
7	Proposed Programme of work for a standard installation	Provide a clear programme of work indicating key milestones and indicating Delivery Timeline for standard installation (20Kw).	
<b><u>PART B</u></b>			
8	Recommended clean Energy Solution/Proposed Equipment Model (Specify and Provide data sheet)	Energy solution brochures/details from manufacturer	
		Energy Storage (Battery Bank) brochures/details from manufacturer	
		Provide Inverter brochures/details from manufacturer	
		Roof Mounting Structure if any	
		Lightening protection system and Earth Protection Scheme compliance	
		Remote Monitoring system with details on the plant yield, faults and plant trouble shooting. The system should be configurable/installable on mobile phones as well with a minimum of 10 users.	

## **DECLARATION**

Please complete the declaration below and attach this document in its entirety to your response. Also ensure that you have indicated the areas of interest and that you have answered all questions in the same order and numbering as given in this document.

I/we certify that the information provided in response to this questionnaire is accurate and complete as at the date set out below.

I/we understand that the provision of false information in response to this questionnaire could result in the Company being excluded from progressing to the next phase of engagement with KCB.

I/we undertake to inform KCB. promptly following any matter which would alter or add to any of the information given in response to this Questionnaire.

I/we make this declaration for and on behalf of the Company.

Signed: .....

Name: .....

Position: .....

Date: .....

Company stamp