



Ministry of Public Service, Youth and  
Gender Affairs



## **ADVERTISEMENT EXPRESSION OF INTEREST (EOI) REFERENCE NO. WEF/EOI/01/2018-2019**

### **EXPRESSION OF INTEREST BY SAVINGS AND CREDIT COOPERATIVES (SACCOs), CO-OPERATIVE UNIONS AND WOMEN OWNED INSTITUTIONS TO PARTNER WITH THE WOMEN ENTERPRISE FUND FOR ON – LENDING TO WOMEN ENTREPRENEURS**

The Women Enterprise Fund (WEF) is a Semi-Autonomous Government Agency under the Ministry of Public Service, Youth and Gender Affairs. WEF was established via Government Financial Management Act in 2007, through Legal Notice no.147.

The Fund desires to partner with SACCOs, Co-operative Unions and Women owned institutions (with good credit history) having credit products and other financial services with a bias to women. This is in its endeavor to address the historical financial exclusion and marginalization of women by conventional lenders.

The Fund now invites expression of interest from SACCOs, Co-operative Unions and Women owned institutions to partner with for on-lending to women entrepreneurs.

**Interested and eligible SACCOs, Co-operative Unions and Women owned institutions shall provide the following information/documents in support of their competence, ability and suitability:**

- 1) Must be reputable Kenyan SACCO/Co-operative Union/Women owned institution legally registered in Kenya. Evidence of certificate of incorporation/registration, valid KRA tax compliance certificate, valid trading license as well as copies of National IDs and PIN Certificates for all directors/officials.
- 2) Resolution to borrow in case of a Limited Company capturing amount, purpose, and proposed security (must be sealed).
- 3) CR 12 in case of a Limited Company.
- 4) Articles and Memorandum of Association.
- 5) Contact details i.e. postal, physical and e-mail address of the SACCO/Co-operative Union/ institution's headquarter and name of contact person for the purpose of clarification.
- 6) Must have a minimum of three years' experience in lending operations.
- 7) Must have women-friendly products, offering financial services to urban and/or rural women enterprises (Provide list of products & services offered).

- 8) Must have an appropriate governance and management structure.
- 9) Show their branch coverage/geographical representation by counties and constituencies.
- 10) Must submit certified copies of audited accounts for at least last three (3) years (2017, 2016 and 2015).
- 11) Must provide a summary of their loan book portfolio.
- 12) Must have a robust automated system for their loan book management.
- 13) Must demonstrate ability to pledge marketable collateral securities. **Land and chattels (movable assets) will not be considered as security for lending. The Fund will only accept bank guarantees, fixed deposits and shares listed in the stock exchange as securities.**
- 14) Must have Competent Management & Personnel; Management MUST be gender sensitive. The CVs of members of the management must be attached.
- 15) Must have sufficient and experienced Credit Staff; profile and qualification must be availed.
- 16) A statement of litigation history.
- 17) Clean Credit Reference Bureau (CRB) reports of directors/officials and senior management of the institutions.

**Terms & Conditions:**

- i. Maximum amount to be applied is Kshs.10 Million. (Subject to the borrowing powers as approved by the Commissioner of Co-operatives, where applicable).
- ii. License from SACCO Society Regulatory Authority (SASRA), where applicable.

Expression of Interest (EOI) should be enclosed in a plain envelope marked: **WEF/EOI/01/2018-2019** addressed to:

**The Chief Executive/Director  
Women Enterprise Fund  
P. O. Box 17126 -00100  
NAIROBI.**

Or be deposited in the Tender Box located at the **NSSF Building, Block "A", Eastern Wing, 11<sup>th</sup> Floor** so as to reach him on or before **21<sup>st</sup> January, 2019 at 11.00am**. Bulk documents shall be received in the Procurement Office (**NSSF Building, Block "A", Eastern Wing, 11<sup>th</sup> Floor**). Opening will be done immediately thereafter at the WEF boardroom on 12<sup>th</sup> floor in the presence of tenderers or their representatives who choose to attend.

For enquiries please contact Ms. Jemimmah Mutie on 0729564212; email **jemimmah.mutie@wef.co.ke**.

**Note:**

- **This does not in any way constitute a contractual commitment with the Fund.**
- **Women Enterprise Fund reserves the right to accept or reject an EOI in whole or in part.**
- **Canvassing will lead to automatic disqualification.**