



EXPRESSION OF INTEREST (EOI)

Description of Bid: Supply of motor vehicles (Prado, Fortuner & Hilux Double Cab – All used)

Bid Number: MESPT/EOI/VEH/001/2026

Bid Closing/Opening Date: 25th February 2026

Bid Opening Time: 1200 noon (East Africa Time)

Issue Date: 12th February 2026

EOI – Supply of motor vehicles



I. BACKGROUND

Micro Enterprises Support Programme Trust (MESPT) is a Kenyan development organization that supports inclusive economic growth by strengthening enterprises, value chains, and market systems. To effectively implement its programs and support operational efficiency, MESPT intends to procure three (3) motor vehicles for official use.

MESPT hereby invites **Expressions of Interest (EOIs)** from eligible, reputable, and experienced motor vehicle dealers and suppliers to participate in a shortlisting process. The shortlisted vendors will subsequently be invited to submit detailed bids through a competitive tendering process.

2. OBJECTIVE OF THE EOI

The objective of this EOI is to: - Identify and pre-qualify competent vendors capable of supplying used (not locally) motor vehicles that meet MESPT's specifications and quality standards. - Establish a shortlist of qualified vendors who will be invited to participate in the Request for Proposal (RFP) / Invitation to Bid stage.

The actual purchase of the vehicles is planned to happen in March, and the vehicles must be already locally available or in transit, expected to arrive before then.

3. SCOPE OF SUPPLY

The scope under this EOI includes the supply of the following vehicles (brand Toyota or equivalent as approved):

1. **One (1) Toyota Land Cruiser Prado**
2. **One (1) Toyota Hilux Double Cab (4x4)**
3. **One (1) Toyota Fortuner**

The vehicles are expected to be: - Used Ex-Japan (Not locally used) - Right-hand drive - Suitable for Kenyan terrain and operational conditions - Compliant with Kenyan regulatory and importation requirements.

3.1 Toyota Prado

- Model Year: 2018/2019 or latest
- Engine capacity: 2.7L or 2.8L
- Transmission: Manual/Automatic
- Fuel type: Petrol/Diesel
- Seating capacity: 5 or 7 seats
- Standard safety and comfort features

3.2 Toyota Hilux Double Cab

- Model Year: 2018/2019 or latest
- Engine capacity: 2.4L or 2.8L
- Transmission: Manual/Automatic
- Fuel type: Diesel or Petrol
- Drive: 4x4
- Double cabin configuration

3.3 Toyota Fortuner

- Model Year: 2018/2019 or latest
- Engine capacity: 2.4L or 2.8L
- Transmission: Manual/Automatic
- Fuel type: Diesel or petrol
- Seating capacity: 5 or 7 seats

Provide a datasheet for detailed specifications of each vehicle, including mileage and year or mfg.

4. ELIGIBILITY AND MINIMUM QUALIFICATION REQUIREMENTS

Interested vendors must meet the following minimum requirements:

4.1 Legal and Regulatory Requirements

- Certificate of Incorporation/Registration
- CR12 or equivalent ownership disclosure document
- Valid KRA PIN Certificate
- Valid Tax Compliance Certificate
- Valid business permit/trade license

4.2 Technical and Professional Capacity

- Details on stock availability or delivery timelines
- Demonstrated experience in supplying similar vehicles within the last five (5) years. (provide recommendations and contact information of clients like MESPT)
- Availability of after-sales support, warranty, servicing, and spare parts in Kenya

4.3 Financial Capacity

- Audited financial statements for the last two (2) years or equivalent financial evidence
- Demonstrated financial ability to supply the vehicles within the required timelines

4.4 Compliance and Integrity

- Declaration of non-debarment and absence of conflict of interest
 - Commitment to ethical business practices and compliance with donor-funded procurement standards
-

5. EOI SUBMISSION REQUIREMENTS

Interested firms are requested to submit the following information:

1. Filled and stamped the supplier questionnaire and EOI (template provided).
 2. Company profile and contact details, including business physical location.
 3. Copies of legal and statutory documents listed under Section 4
 4. Description of relevant experience and past assignments (with references) at least 3.
 5. Description of after-sales service capability and warranty terms
 6. Indicative delivery timelines
 7. Any additional information demonstrating suitability
 8. Preliminary indicative pricing (non-binding)
-

6. EVALUATION AND SHORTLISTING

EOIs will be evaluated based on: - Compliance with mandatory legal requirements - Relevant experience and technical capacity - Availability of after-sales support and warranty - Financial and operational capacity.

Evaluation Criteria

Submissions will be evaluated based on:

- Mandatory requirements
- Recommendations from previous experience
- Financial capabilities
- Vehicles' specifications.
- Warranty and After-Sales Service
- Availability and Delivery Schedule
- Proposed payment terms



Only shortlisted vendors will be invited to participate in the subsequent bidding process.

7. SUBMISSION INSTRUCTIONS

- EOIs must be submitted electronically to tender@mespt.org, clearly marked:

“EOI – SUPPLY OF THREE (3) MOTOR VEHICLES.”

- Submissions should be sent electronically ONLY to: tender@mespt.org by 25th February 2026 1200 noon. Physical submissions will not be accepted.
- Late submissions will not be accepted.

NEXT STEPS

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

8. DISCLAIMER

Issuance of this EOI does not constitute a commitment by MESPT to award a contract or to reimburse any costs incurred in preparing or submitting the EOI. MESPT reserves the right to accept or reject any or all EOIs without assigning reasons.

Issued by:
Micro Enterprises Support Programme Trust (MESPT)
Procurement Department



SUPPLIER QUESTIONNAIRE (Must be filled)

1) Bidders' registration Details. *(Bidders must complete each section)*

Particulars (Do not edit this field)	Bidders response
Bidders Name/ Firm name	
Location <i>(Indicate physical address of the office)</i>	
KRA PIN Number	
Business registration/Incorporation Number	
Postal address	
Email	
Phone/Mobile Number	
Website <i>(where available)</i>	

2) Ownership Details *(Bidder should provide the list of the current owners of the business including their contacts as applicable)*

Full Name	Ownership status eg Director/Partner and Percentage	Identification and PIN Number	Phone contacts

3) Bidders Key Contact Details (*Contacts of the day-to-day key contacts/Managers*)

Name of Contact Person	Mobile Number	Email Address

4) Past Performance (Provide a list of three of your current year (2025) clients for provision of similar goods/services in the last 3 years, for each Client listed, attach a referral letter NB LPOs /contracts will not be accepted in lieu of referral letters)

Name of Client	Summary of Nature of goods/services provided	Email and Phone contact	Name of Contact Person



5) Litigation History (Contractors/Suppliers should provide information on any history litigation or arbitration resulting from contracts executed in the last five years or currently under execution)

Year	Award for or against	Name of Client, Cause of Litigation and Matter in Dispute	Dispute Amount (Currency Value KSH. Equivalent)

6) Sign offs *(By the authorized individual completing the form)*

Name: _____ Title _____

Sign _____ Stamp _____ Date _____