



REQUEST FOR PROPOSAL

FOR

PROVISION OF NON-CONSULTING SERVICES

**ELIGIBLE TO FIRMS ONLY
(NOT INDIVIDUALS)**

EXPRESSION OF INTEREST (EOI)

Description of Bid: PROVISION OF MOTOR VEHICLE TRACKING AND MONITORING SERVICES.

Bid Number: MESPT-PREQ-002-2026.

Bid Closing/Opening Date: 26th October 2026

Bid Opening Time: 12:00 AM East Africa Time

Issue Date: 12th October 2026.



PART I: INVITATION TO BID

Micro Enterprises Support Programme Trust (MESPT) invites sealed bids from eligible candidates for: **PROVISION OF MOTOR VEHICLE TRACKING AND MONITORING SERVICES.**

1. Interested and eligible candidates may obtain further information from the address below during business hours **0800hrs to 1700hrs.**

Micro Enterprises Support Programme Trust (MESPT)

Tausi Lane 01, Westlands

P.O. Box 187-00606,

Nairobi, Kenya

Tel: 0722 207 905 / 0735 333 154

Email address: procurement@mespt.org

2. Bid documents herein are **free of charge.**
3. All bids **shall not** be accompanied by bid security.
4. Complete bidding documents shall be submitted through electronic means in the manner indicated below:

[sent via email: tender@mespt.org]

Bids must be received on or before the date and time indicated below;

Date: 26th October 2026.

Time: 12:00 PM East Africa Time

5. Prices quoted should be net inclusive of all taxes and quoted in **Kenyan Shillings. Kindly note that MESPT is an appointed VAT holding agent and will remit 2% of the VAT on all vatiable invoices.**
6. All prices shall remain valid for **120 days** from the closing date of the bid.

Send all clarification to procurement@mespt.org. They shall be posted here: [Clarifications](#)

Chief Executive Officer

Micro Enterprises Support Programme Trust

PART II: TERMS OF REFERENCE (TOR)

PROVISION OF MOTOR VEHICLE TRACKING AND MONITORING SERVICES

I. ABOUT MESPT

The Micro Enterprises Support Programme Trust (MESPT) is a development organization whose purpose is to support smallholder farmers and Agri-MSMEs to increase productivity, incomes, and competitiveness for job creation.

MESPT facilitates integrated financial and business development services, including access to finance, capacity building, technical assistance, business advisory services, financial and market linkages.

As part of its financial services activities, MESPT provides and facilitates access to affordable credit for eligible agri-enterprises, smallholder farmers, youth, women, and other market actors, including SMEs. MESPT achieves this through partnerships with a range of financial service providers, including microfinance institutions, SACCOs, microfinance banks, and other specialized financial institutions. In addition, MESPT provides direct financing to eligible Agri SMEs and other market actors to support business growth, investment, and increased participation in agricultural value chains.

Motor vehicles may be offered as collateral for financing. Effective monitoring and tracking of financed motor vehicles is therefore an important component of MESPT's collateral management, credit risk management and asset realization processes.

MESPT therefore intends to establish a panel of qualified and experienced motor vehicle tracking service providers for a period of three (3) years to provide vehicle tracking, monitoring, verification and related services on an as-and-when-required basis.

2. BACKGROUND

MESPT's financing activities may involve financing motor vehicles and/or accepting motor vehicles as collateral. MESPT requires vehicle tracking and monitoring services throughout the credit and collateral-management lifecycle, including:

1. Verification of vehicle location and existence.
2. Installation and activation of tracking devices.

3. Monitoring of financed vehicles.
4. Monitoring of vehicles offered as collateral.
5. Alerts on unauthorized movement or other defined risk events.
6. Tracking of vehicles where loans become delinquent.
7. Verification of vehicle status during loan restructuring.
8. Provision of historical movement and location reports.
9. Support in asset realization and recovery.
10. Any other tracking or monitoring service required by MESPT.

To ensure timely access to reliable tracking services across Kenya, MESPT intends to establish a panel of qualified tracking service providers.

Appointment to the panel will not constitute a guarantee of work or minimum volume of assignments. Individual assignments will be issued in accordance with MESPT's procurement procedures, assignment requirements, geographical considerations, capacity, availability, technology, performance and applicable procurement principles.

3. PURPOSE OF THE ENGAGEMENT

The purpose of this engagement is to establish a reliable panel of competent, technologically capable and professionally managed motor vehicle tracking service providers to support MESPT's collateral monitoring and credit risk management.

The service provider will provide MESPT with access to reliable real-time and historical vehicle location information and recovery support where required.

4. OBJECTIVES

The engagement aims to:

- Provide reliable and accurate tracking of financed and collateralized motor vehicles.
- Strengthen MESPT's monitoring and management of vehicle collateral.
- Enable early identification of unauthorized vehicle movement or other defined risk events.
- Support credit risk management through timely vehicle location information.

- Support loan recovery and repossession of financed vehicles where required.
- Provide reliable historical tracking information for recovery and legal purposes.
- Minimize the risk of loss, concealment or unauthorized disposal of financed vehicles.
- Provide nationwide access to vehicle tracking services.
- Ensure timely installation, activation, maintenance and replacement of tracking devices.
- Provide a reliable technology platform for MESPT's designated officers.

5. SCOPE OF SERVICES

The appointed tracking service providers will provide vehicle tracking and related services as may be instructed by MESPT.

5.1 Installation and Activation

The service provider shall:

- Supply and install suitable tracking devices.
- Ensure proper and secure installation.
- Activate devices within agreed timelines.
- Test the device and confirm functionality.
- Provide installation confirmation and vehicle details.
- Ensure that installation does not compromise vehicle safety or warranty requirements.
- Provide replacement devices where required.

5.2 Real-Time Vehicle Tracking

The service provider shall provide:

- Real-time vehicle location.
- GPS coordinates.
- Vehicle movement information.
- Speed monitoring.
- Route history.

- Ignition status where supported.
- Geographical location and movement history.
- Other relevant vehicle information supported by the tracking technology.

5.3 Alerts and Risk Monitoring

The platform should provide configurable alerts, including where applicable:

- Unauthorized movement.
- Entry into or exit from designated geographical areas.
- Excessive speed.
- Extended stoppage.
- Device tampering or disconnection.
- Loss of communication.
- Battery disconnection.
- Unauthorized use outside agreed operating areas.
- Other risk events specified by MESPT.

The alerting system should enable MESPT to identify potential collateral risks at an early stage.

5.4 Geofencing

The service provider should be able to establish designated geographical areas and provide alerts when vehicles:

- Enter a designated area.
- Leave a designated area.
- Operate outside an approved geographical area.
- Remain stationary beyond a specified period.

5.5 Historical Tracking and Reporting

The Service provider shall maintain historical tracking information and provide reports showing:

- Vehicle movement history.
- Locations visited.

- Dates and times.
- Routes taken.
- Speed information where available.
- Alerts generated.
- Device status.
- Other information required by MESPT.

Historical data should be accessible for an agreed retention period and retrievable upon request.

5.6 Vehicle Verification and Monitoring

The service provider may be required to support MESPT in:

- Confirming the physical existence of a vehicle.
- Confirming vehicle registration details.
- Confirming the vehicle's current location.
- Verifying installation and operational status of tracking devices.
- Conducting periodic physical verification where required.
- Identifying possible unauthorized movement or disposal.

5.7 Security realization Support

Where a financed vehicle becomes subject to recovery action, the service provider may be required to:

- Provide real-time location information.
- Support recovery teams in locating the vehicle.
- Provide historical movement information.
- Maintain communication with MESPT's designated recovery agents.
- Support coordination during repossession.
- Provide tracking information that may support legal or recovery proceedings.

The service provider shall not independently repossess or interfere with a vehicle unless specifically authorized and legally permitted to do so.

5.8 Device Maintenance and Replacement

The service provider shall:

- Monitor device functionality.
- Identify malfunctioning or tampered devices.
- Respond to reported faults within agreed timelines.
- Repair or replace defective devices.
- Maintain service continuity.
- Provide technical support to MESPT.

6. TECHNOLOGY REQUIREMENTS

The service provider should demonstrate the capability to provide a secure and reliable tracking platform web-based dashboard, with mobile access where applicable, real-time and historical vehicle tracking, geofencing capabilities, configurable alerts, user access controls, automated reporting, vehicle status monitoring, data export functionality, system availability and uptime monitoring, and secure storage of tracking data.

The platform should be scalable to accommodate growth in the number of tracked vehicles.

7. INTEGRATION AND DATA ACCESS

The Service Provider shall ensure that the tracking platform is capable of seamless integration with MESPT's internal systems and other relevant platforms to facilitate efficient data exchange, monitoring, reporting, and overall operational effectiveness.

The provider shall:

- Provide appropriate APIs or other integration mechanisms where available.
- Support secure exchange of relevant vehicle data.
- Ensure data accuracy and integrity.
- Provide appropriate user access rights.
- Maintain an audit trail of system activity.

- Ensure that MESPT can access and retrieve its tracking information.

8. SERVICE LEVEL REQUIREMENTS

The service provider shall demonstrate capacity to meet agreed service levels, including:

Service	Indicative requirement
Device installation	Within agreed turnaround time
Device activation	Immediately/within agreed period after installation
Fault reporting	Prompt notification
Fault resolution	Within agreed SLA
Recovery support	Priority/24-hour support where required
Tracking platform availability	High system uptime
Emergency support	24/7 where required
Historical reports	Available on demand

9. ELIGIBILITY AND QUALIFICATIONS

The applicant must be a legally registered motor vehicle tracking company/service provider in Kenya and shall demonstrate:

1. Valid company registration documents.
2. Relevant business licenses and statutory registrations.
3. At least **five (5) years' relevant experience** in vehicle tracking and fleet monitoring.
4. Experience providing tracking services to financial institutions, banks, SACCOs, MFIs, leasing companies, insurance companies or other organizations managing financed assets.
5. Demonstrable technical capacity and reliable tracking infrastructure.
6. Adequate number of qualified technical and support personnel.
7. Nationwide or relevant geographical coverage.
8. Ability to provide recovery support.

9. Adequate professional/technology liability insurance where applicable.
10. KRA PIN certificate.
11. Valid Tax Compliance Certificate.
12. Physical office address and contact details.
13. At least three relevant client references.
14. Any other statutory or professional licenses required.

10. PROFESSIONAL INDEPENDENCE, CONFIDENTIALITY AND CONFLICT OF INTEREST

The appointed service provider shall maintain confidentiality and integrity in handling all vehicle and borrower information.

The provider shall:

- Maintain confidentiality of MESPT's information.
- Protect borrower and vehicle information from unauthorized access.
- Declare any actual, potential or perceived conflict of interest.
- Not disclose tracking information to unauthorized parties.
- Maintain appropriate access controls.
- Comply with applicable data protection requirements.
- Only use tracking information for authorized purposes.

11. DATA PROTECTION AND CYBERSECURITY

The service provider shall comply with applicable Kenyan data protection and cybersecurity requirements.

The provider shall have appropriate controls relating to:

- User authentication.
- Password and access management.

- Data encryption where appropriate.
- Secure storage.
- Data backups.
- System monitoring.
- Unauthorized access prevention.
- Incident reporting.
- Data retention and disposal.

Any data breach or material security incident affecting MESPT's information shall be reported to MESPT within the agreed notification period.

12. GEOGRAPHICAL AND OPERATIONAL CAPACITY

The applicant shall demonstrate its ability to provide tracking and support services in the counties and regions where MESPT operates.

The proposal should indicate:

- Office locations.
- Geographical coverage.
- Number of technical personnel.
- Number of recovery/support personnel.
- Monitoring centre capabilities.
- Availability of 24/7 support.
- Expected installation turnaround time.
- Expected response time for technical faults.
- Expected response time for recovery-related requests.

13. PANEL APPOINTMENT AND CALL-OFF ARRANGEMENT

Successful firms will be appointed to a panel/framework of tracking service providers for **three (3) years**.

Appointment to the panel shall not constitute a guarantee of work, minimum number of vehicles, minimum number of assignments or minimum expenditure by MESPT.

Individual assignments will be issued through approved call-off mechanisms, work orders, letters of engagement or other procurement mechanisms adopted by MESPT.

MESPT may allocate assignments based on:

- Geographical coverage.
- Technology capability.
- Number of vehicles.
- Nature of assignment.
- Provider capacity and availability.
- Previous performance.
- Cost competitiveness.
- Recovery capability.
- Applicable procurement requirements.

14. FEES AND PRICING

Applicants shall submit a clear schedule of fees covering:

- Initial device installation.
- Device purchase/supply where applicable.
- Monthly tracking subscription.
- Annual tracking fees where applicable.
- Device replacement.
- Device relocation.
- Technical support.

- Physical vehicle verification.
- Recovery support.
- Emergency tracking/recovery services.
- Historical tracking reports.
- Any other applicable charges.

The financial proposal shall clearly indicate whether fees are inclusive or exclusive of applicable taxes.

MESPT may establish agreed rates for standard services for the duration of the framework agreement, subject to the terms of the agreement.

15. QUALITY ASSURANCE AND PERFORMANCE MANAGEMENT

The Service Provider's performance shall be assessed based on tracking accuracy, system availability and uptime, device reliability, quality of installation, responsiveness, technical and recovery support, timeliness of reporting, data security, compliance with agreed fees, quality of customer service, and overall performance.

Persistent service failure, inaccurate tracking information, security breaches, poor responsiveness, professional misconduct or breach of contractual requirements may result in suspension or removal from the panel.

16. KEY DELIVERABLES

Depending on the assignment, deliverables may include:

- Vehicle tracking device installation reports.
- Device activation certificates/reports.
- Vehicle tracking dashboard access.
- Real-time tracking information.
- Historical movement reports.
- Geofencing and alert reports.
- Device status reports.

- Vehicle verification reports.
- Tampering/disconnection alerts.
- Recovery location reports.
- Recovery support reports.
- Technical incident reports.
- Monthly portfolio tracking reports.
- Any other reports required by MESPT.

17. DURATION

The panel shall be established for a period of **three (3) years** from the date of execution of the framework agreement, subject to the terms of the agreement, performance requirements and applicable procurement procedures.

MESPT may periodically review the performance and continued eligibility of panel members during the contract period.

18. SUBMISSION REQUIREMENTS

Interested firms shall submit proposals containing:

- Company profile and registration documents.
- Relevant business licenses and statutory registrations.
- KRA PIN and valid Tax Compliance Certificate.
- Details of tracking technology/platform.
- Description of tracking devices proposed.
- Evidence of at least three (3) years' relevant experience.
- Experience with financial institutions/lenders.
- Details of comparable assignments.
- At least three relevant client references.

- Geographical coverage.
- Technical and operational capacity.
- Details of monitoring and support centre.
- Recovery support capability.
- Data protection and cybersecurity measures.
- Proposed service levels and turnaround times.
- Sample tracking and reporting outputs.
- Schedule of professional/service fees.

PART III: EVALUATION CRITERIA

Preliminary Evaluation

Eligible firms shall be required to submit the following mandatory requirements.

- a) Certificate of incorporation/registration
- b) Latest CR12
- c) Valid Tax Compliance Certificate issued by Kenya Revenue Authority.
- d) Company Profile detailing the firm's background and capabilities.
- e) Business Permit/Trade License valid for the current year

Technical Evaluation

Eligible firms shall be evaluated using the following indicative criteria:

Criterion	Weight
Relevant experience in vehicle tracking and asset monitoring with Reference from three financial services providers that offer the same value of sme financing as MESPT.	25%
Technology/platform capability and reliability	35%
Geographical and operational capacity	20%
Recovery and technical support capability	10%
Data protection, cybersecurity and service methodology	10%
Total	100%

Minimum pass score is 70%

Financial Evaluation

Bids that qualify the technical evaluation shall be shortlisted in order of their financial proposal.

20. REPORTING AND COORDINATION

The appointed tracking service providers will report to the **MESPT Head of Credit** and work closely with the Credit Department, Recovery/Collections team, ICT, Procurement and other designated MESPT officers.

The provider shall provide regular reports on:

- Number of vehicles being tracked.
- Active/inactive devices.
- Devices with faults or tampering alerts.
- Vehicles with unusual movement.
- Vehicles requiring attention.
- Recovery-related tracking requests.
- System performance.
- Other information required by MESPT.

For vehicles under recovery, the provider shall provide timely location information and coordinate with MESPT's authorized recovery personnel.

21. GOVERNING LAW AND PROFESSIONAL REQUIREMENTS

The engagement shall be governed by the laws of the Republic of Kenya and all applicable regulatory and professional requirements. The appointed Service Providers shall comply with all applicable laws, regulations and standards relating to vehicle tracking, telecommunications, data protection, cybersecurity, confidentiality, and any other requirements relevant to the provision of the services.

The Service Provider shall maintain all required licences, registrations, certifications, and adequate professional indemnity and/or appropriate liability insurance cover commensurate with the nature and value of the services, including the value of vehicles and financing facilities being monitored on behalf of MESPT, throughout the contract period.

The Service Provider shall provide evidence of such insurance and indemnity cover upon request and shall take full professional accountability and responsibility for the quality, accuracy, reliability



and proper performance of the services provided in accordance with the contract, including any professional advice, recommendations, actions or omissions arising in the course of delivering the services.

The Service Provider shall also comply with MESPT's applicable policies, contractual requirements and ethical standards.

22. PROPOSAL SUBMISSION

Potential bidders are therefore required to respond to the TOR with both a technical proposal and financial proposal detailing how they will carry out this assignment. The technical proposal should be emailed to prequalification@mespt.org on or before 26th October 2026 by 1200 noon. Clarifications should be sent to procurement@mespt.org by not later than 19th October 2026. Check before submitting your proposal. Link for clarifications: [Clarifications](#)

CONDITIONS

- i. MESPT reserves the right to accept or reject any proposal.
- ii. Any canvassing will lead to automatic cancellation of the submitted proposal