

# EXPRESSION OF INTEREST

## PROVISION OF CONSULTANCY SERVICES FOR POSTAL AND COURIER MARKET REVIEW

The Communications Commission of Kenya (CCK) is the regulatory authority for the ICT industry in Kenya with responsibilities in telecommunications, e-commerce, broadcasting and postal/courier services. CCK is also responsible for managing the country's numbering and frequency spectrum resources.

To enhance its capacity to effectively regulate the postal/courier sub-sector in Kenya, CCK wishes to carry out a review of the postal and courier market. The review, aimed at identifying the key policy interventions required to ensure that the postal and courier market is more vibrant and competitive, will cover reserved services, market development, universal service obligations, competition and interconnection issues.

The study is aimed at addressing but not limited to the following terms of reference:-

- Identifying the relevant wholesale and retail markets in the postal and courier sub-sector in Kenya, evaluate the level of competition in those various markets, and make appropriate recommendations to redress any competition constraints in the respective markets
- Identifying the legal and regulatory challenges that hinder the growth of a vibrant and competitive postal and courier market in Kenya and making appropriate recommendations
- Using international best practices to re-evaluate the objectives and relevance of the exclusivity conferred on the public postal licensee in Kenya and make appropriate recommendations that can effectively facilitate the efficient delivery of competitive and affordable services
- Evaluating the Universal Service Obligation(USO) for the postal and courier subsector in Kenya and making appropriate recommendations in line with international best practices
- Evaluating the prospects and challenges facing e-commerce in Kenya and making recommendations on the role of postal and courier operators in promoting e-commerce in the country
- Using international best practices to evaluate interconnection options in postal and courier subsector and make appropriate recommendations;
- Identifying evaluate the effectiveness and efficiency of security systems applied in handling of mail and courier items in Kenya and based on internal best practices make appropriate recommendations.

Expressions of Interest (EOI) from qualified firms must be accompanied by copies of the following documents:

1. Company profile (company history, contacts, services, affiliations, etc)
2. Certificate of business incorporation/registration
3. A valid KRA tax compliance certificate or equivalent
4. Original and copy of the Expression of Interest documents-Two copies of the EOI proposals
5. Provide details of at least three (3) similar consultancy studies undertaken in postal and courier services over the last 8 years
6. Demonstration of experience in evaluation and redefining of universal postal services in terms of scope and provision of these services including funding mechanisms as well as interconnection arrangements in the postal/courier market
7. Proven experience in review of legal and regulatory framework with regard to reserved postal services and universal postal services and advising government on reform of postal/courier market with a view to enhancing competition
8. Demonstrate experience in evaluation of role of postal/courier services in e-commerce development and related security systems and mechanisms
9. Provide reference letters for both the firm and staff from at least three organizations where services of a similar nature have been undertaken
10. Demonstration of financial capability in carrying out the consultancy work by attaching audited accounts for the last three (3) years(2010,2011 and 2012) ; and
11. A proposed methodology, plan and schedule of implementation of the services.

Expressions of Interest (EOI) should be submitted in plain sealed envelopes, clearly marked **CCK/PROC/EOI/09/2012-2013 - "Expression of Interest (EOI) for provision of consultancy services for postal and courier market review"**.

The EOI documents should be deposited in the CCK's Tender Box situated on the ground floor of CCK Centre, Waiyaki Way or sent to the address as shown below so as to reach CCK on or before **10th July, 2013 at 2.30 p.m**

**The Secretary**  
**Tender Committee**  
**Communications Commission of Kenya**  
**P.O. Box 14448 Nairobi 00800**  
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