

EXPRESSION OF INTEREST (EOI) FOR THE PROVISION OF GYM AND FITNESS TRAINING SERVICES

INTRODUCTION

Safaricom Ethiopia is seeking to identify suitable vendors with the relevant capacity to meet the current Safaricom need for gym and fitness training services for employees at their respective locations or branches in Ethiopia.

This document constitutes the formal Request for Expressions of Interest (EOI) for the provision of Gym and Fitness Training Services

DESCRIPTION OF REQUIREMENTS

This Expression of Interest (EOI) document is intended to lead to the identification of suppliers that can demonstrably be having sufficient capacity to provide these services in the best possible way and in a manner that enables Safaricom to meet its expectations.

Safaricom is therefore soliciting from interested companies an Expression of Interest clearly demonstrating the following;

- I. The profile of the company and years of experience as service providers of gym management and fitness training services
- II. The principal place of business
- III. CV's of key staff that is directly contracted by the company to run fitness classes.
- IV. Current list of clients where similar services have been carried out and the period services have been provided. (Use the template below)
- V. Number of gym attendants and size of facilities being handled for each client. (Use the template below)
- VI. Company Health and Safety policy, processes, and procedures
- VII. Current workforce i.e., a number of instructors employed by the company on both permanent and fixed contract terms.
- VIII. Company employment policy, processes, and procedures clearly listing the induction process and training programs.

| Name of Corporate Client | No. Years' Service has been Provided | Size of facilities being handled | Number of gym attendants |
|--------------------------|--------------------------------------|----------------------------------|--------------------------|
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Safaricom Ethiopia intends to enter into a long-term contract at the discretion of Safaricom, subject to satisfactory performance by the Contractor.

To establish a contract, Safaricom Ethiopia will undertake a competitive bidding exercise in the future and consider inviting those companies that have expressed their interest and provided initial relevant information as to their ability to fulfil Safaricom Ethiopia's requirement.

Please note, that this is not an invitation for submission of a price proposal.

EOI REQUIREMENTS

If you are interested and capable to provide these services, please send your expression of interest with the following specific deliverables document as listed below;

The general scope for the provision of Gym and Fitness Training services for Safaricom Ethiopia employees shall include but shall not be limited to:

- Providing access to the Fitness Facility to Safaricom Staff by ensuring only members who have subscribed for the services attend the same for purposes of physical fitness activities and in accordance with the guidelines provided by Safaricom.
- Design and promote fitness activities that will satisfy customer demands and help attract staff to the facilities to include but not limited to; individualized training program design and implementation, general body conditioning, aerobics training, body toning, cardio-respiratory training, flexibility training, injury rehabilitation, nutritional counselling, sports psychology, stress management, weight, and fitness level evaluation.
- Teach and provide proper instructions on the safe and effective use of weight training and cardiovascular equipment to facility members.
- Carrying out health and safety checks on equipment and the facility in general and arranging cleaning schedules and policies of same in liaison with Safaricom's Facilities Department and providing monthly reports for the same.
- Oversee gym services and administration which shall include but not

be limited to registration of clients attending the facility, by ensuring that only paid-up clients attend the facility, providing the customers with the necessary accessories required to attend the Fitness Facility, operating the music system and visual aids, and provide general information regarding the Fitness Facility activities.

- Provide in liaison with Facilities department customers with toiletry/liquid soap supplies that may be deemed necessary and ensure that the same are properly cleaned and replaced where the case may be within your facilities.
- Provide Steam, sauna, and related services with access to clean bathrooms, toilets, aerobics floors, general floors, wooden floors, and walls including a list of cleaning chemicals/materials to be used.
- Provide a list /of chemicals and disinfectants used for sanitization
- Sanitize and disinfect equipment and surfaces after each session
- Provide members with disinfectant for sanitization.
- Provide Safaricom Ethiopia Management with quarterly reports on staff fitness progress and levels.
- Maintain individual training reports/programs for members who wish to have this service.
- Be innovative and continually seek to introduce new and innovative ways of administering and increasing gym membership enrolment. A brief outline of this plan should also be attached to the RFP response.
- Provide gym members with the provision of slippers, bath and face towels, and fitting shower caps and ensure the same is professionally cleaned and replenished on time.

SUBMISSION OF RESPONSES

Interested suppliers should submit their response to the following email addresses of this RFI in soft copy addressed to the attention of the Category Sourcing Manager. The EOI should be emailed to bids@safaricom.et, **no later than Friday, 25th November 2022 at 5:00 pm (GMT+3)**.

All the details should be zipped and sent by email as guided below.

- **If the file size is larger than 20MB, please share via Microsoft OneDrive. Please note that this should not be via Google Drive or WeTransfer but MS OneDrive.**
- **If the file is below 20MB, you can attach the details in the email response.**

NEXT STEP'S

Once the responses are received the further process will follow the steps below:

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

NOTE:

- This is not a tender
- Only the suppliers who meet our minimum requirements will be considered for further discussions.
- No prices should be provided with this EOI.
- The receipt of the response shall not bind Safaricom to any contractual agreements with the prospective bidder. Such arrangements shall only come in place once an award has been issued to a successful bidder after a tender process.
- Any costs associated with the preparation and submission of the response to the EOI shall be borne by the EOI respondent.

NOTE

Safaricom Telecommunication Ethiopia reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged in, other than for informing the bidders of the outcome of the process. Safaricom Ethiopia and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the documents and information submitted in connection with this application.