



Kenya Medical Properties Ltd

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NAIROBI-KENYA

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CALL FOR EXPRESSIONS OF INTEREST FOR PANEL OF LAWYERS TO THE KENYA MEDICAL PROPERTIES LTD.

FEBRUARY 2023

Contact us:

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Twitter: @KenyaMedics_KMA

Facebook: <https://www.facebook.com/KenyaMedicalAssociation>

1. Description of The Organization

Kenya Medical Association (KMA) was founded in 1968 and incorporated in 1973 under the Company's Act Cap 486 as a company limited by guarantee. Its mandate was originally concentrated on the welfare of doctors as well as safeguarding of professionalism and quality of healthcare. Over the years though, the Association has grown in stature and scope into a high profile player and partner in many sectors of national development, at policy level as well as in operation of services directly and indirectly related to health.

The Kenya Medical Association is a national association of doctors and dentists and is mandated by its members to promote the quality practice of medicine in Kenya. KMA holds a strategic position in health sector policy by being in membership of national decision-making boards for the practice of medicine and the protection of patients in Kenya. KMA is using its national professional reach as the only sector player where professionals can bring their input for health matters.

KMA through Kenya Medical Properties Ltd (KMPL) sought to develop piece of land in Upper Hill and set to build the KMA Centre and block of apartments.

This document constitutes the formal Request for Expressions of Interest (EOI) for Provision of legal services to Kenya Medical Properties Limited (KMPL).

2. Main Objectives

This Expression of Interest (EOI) document is intended to lead to the identification of potential lawyers who can demonstrate having sufficient capacity and experience to provide legal Services in the best way possible and in a manner that enables KMPL to meet its expectations.

3. Content

On the basis of the main objectives above, the lawyer will be required to provide the services including but not limited to:

- i. Carrying out the negotiation, drafting and review of commercial contracts and ensuring they are duly executed.
- ii. Preparation and registration of leases and licenses.
- iii. Stamping of licenses.
- iv. Conduct due diligence on conveyancing transactions, prepare agreements for sale, completion documents (where necessary) and ensure proper registration of documents.
- v. Draft legal opinions and maintain the database.
- vi. Oversee filing and maintenance of KMPL intellectual property applications and registrations.

EOI-Legal Services

- vii. Assist with due diligence and other KMPL intellectual property issues related to contracts, agreements and other transactional matters.
- viii. Effect the legal formation of entities including organizational documents and take further action as required by law.
- ix. Provide legal advice on commercial and corporate transactions.
- x. Ability to prepare security documents and ensure they are properly executed and properly registered.

4. Qualifications

- I. Bachelor degree in law or equivalent qualification from a recognized institution
- II. Postgraduate Diploma in Legal Education from the Kenya School of Law
- III. 5 years of post-admission experience in a comparable position from a reputable organization
- IV. Should be an advocate of the High Court of Kenya with a current practicing certificate from Law Society of Kenya (LSK)
- V. Possession of certificate in Certified Secretaries (CS)

5. Mandatory Requirements

The Consultancy firms must meet all the mandatory requirements in order to proceed to the Technical Evaluation stage. Only bidders that meet ALL the mandatory requirements will proceed to the technical evaluation.

Number	Requirements	Yes/No
1	Valid practicing certificate from LSK	
2	A current LSK Membership Certificate	
3	VAT Registration Certificate	
4	A Valid Tax Compliance certificate	
5	Copy of Registration Certificate	
6	A copy of 2022 audited accounts	

6. Code of Conduct.

The lawyer acting for KMPL must adhere to the KMA code of conduct, take care that they do not do anything to tarnish the Association's reputation and are committed to specified quality assurance standards. The lawyer will sign a non-disclosure agreement to maintain confidentiality.

7. Contracting and Reporting

The law firm reports to the KMPL board.

8. Submission of Responses

Interested applicants should submit their response to kmpl@kma.co.ke no later than 28th February 2023 at 5:00 PM.

The proposal should include an explanation of the approach to be taken, time schedule and detailed budget. CVs for the consultant(s) to be involved should be attached, detailing their relevant experience.

9. Next Steps

Review of submitted Expressions of Interest

Prequalification of shortlisted applicants

Issuing of tender to prequalified applicants

NOTE:

No prices should be provided with this Expression of Interest (EOI).

Only the applicants who meet our minimum requirements will be considered for further discussions.