



TERMS OF REFERENCE FOR PROVISION OF BOOTHS AND TENTS FOR THE CLEAN ENERGY EXPO AND CONFERENCE

The Kenya Association of Manufacturers (KAM) is a dynamic, vibrant and credible business membership organization serving as a representative of Kenya's manufacturing industry. It was established in 1959 as a private sector body to unite industrialists and serve as a common voice for manufacturing and other value add sectors in Kenya.

KAM in conjunction with the Ministry of Energy established the Centre for Energy Efficiency and Conservation (CEEC) in 2006. The Centre runs energy efficiency and conservation programs designed to help companies identify energy wastage, determine saving potential and give recommendation on measures to be implemented.

The Centre provides professional technical services for developing, designing and implementing energy efficiency projects to suit the needs of commercial, institutional and industrial consumers. The main aim is to reduce costs, enhance competitiveness and profitability while promoting a clean and healthy environment.

EVENT BRIEF

The 7th Annual Clean Energy Expo and Conference, this year dubbed "**Route to Recovery; Building Clean Energy Resilience**", aims at showcasing the innovations in the Clean Energy market and linking up users with financial institutions in clean energy. The event brings together energy and water stakeholders to discuss various topics affecting sustainability and industrial green growth as well as serve as a platform for various companies to showcase their innovations in Renewable Energy, Water and Wastewater Efficiency, E-Mobility, Green Building and Clean Cooking.

The Clean Energy Expo and Conference is curated to be a two-day event of knowledge exchange, networking opportunities, linking up marketers with consumers and financiers. The conference and expo target about 50 exhibitors and over 1000 visitors. Its essence is to celebrate the milestones accomplished in the provision and sustaining of a clean energy market in Kenya. The event will be held from the 6th and 7th of July 2022, at Safari Park Hotel & Casino.

OBJECTIVE

KAM is looking to recruit a tent company to offer booth and tent solutions throughout the duration of the event.

SCOPE OF WORK

Provision and set up of;

- 3 * 3 exhibition booths
- 6 * 6 exhibition booths
- Chairs, a power point, tables and a spotlight

EXPECTED OUTCOMES

- Secure Event
- Well-coordinated human traffic
- Value for money for exhibitor

CORE COMPETENCIES

- Have handled events of the same magnitude and scope
- Strong coordination skills
- Creativity
- Minimum turnaround time in execution of tasks

CONFIDENTIALITY

Kenya Association of Manufacturers will require signing of a non-disclosure agreement. Any information regarding the concept, event management and publicity strategy is private and confidential and should not be shared with third parties.

Interested parties are requested to submit their proposals and quotes, both **physical and electronic copies**, to procurement@kam.co.ke by **May 23rd 2022** stating "**Clean Energy Expo and Conference 2022 Booths.**"