
KENYA INVESTMENT AUTHORITY (INVEST KENYA)**REQUEST FOR EXPRESSION OF INTEREST (EOI)****Reference No.: InvestKenya/EOI/003/2026–2027****EXPRESSION OF INTEREST (EOI) FOR THE PROVISION OF LEGAL CONSULTANCY SERVICES FOR THE PANEL OF SERVICE PROVIDERS TO INVESTORS**

Closing Date & Time: 21st August 2026 at 11:00 a.m. (East Africa Time)

1.0 INTRODUCTION

Kenya Investment Authority (Invest Kenya) is a State Corporation established under the Investment Promotion Act of 2004, Cap 485, mandated to promote and facilitate investments in Kenya. As the country's focal investment promotion agency, Invest Kenya facilitates both domestic and foreign investments by providing investors with comprehensive investment information, investor facilitation services, aftercare support and policy advocacy, thereby contributing to sustainable economic growth, industrialization and employment creation.

In delivering its mandate, Invest Kenya works closely with Government, the private sector, development partners, diplomatic missions and international organizations to strengthen Kenya's investment ecosystem, improve the investor experience and position Kenya as a preferred investment destination in Africa.

Investors establishing and operating in Kenya require professional legal advisory support to structure their investments, meet regulatory requirements and manage legal risk. Accordingly, Invest Kenya intends to establish a Panel of prequalified Legal Consultancy firms that may be referred to investors requiring such services. The areas of expertise may include, but are not limited to, legal advisory and representation services across a broad range of corporate, commercial, regulatory, financial and dispute resolution matters.

2.0 OBJECTIVE OF THE PANEL

The objective of this EOI is to prequalify and maintain a panel of competent and reputable firms able to provide the legal consultancy services set out in Section 3, for referral to prospective and established investors. The specific terms of reference and scope of each engagement will be agreed directly between the investor and the firm and will vary according to individual investor requirements.

3.0 SCOPE OF SERVICES

The scope of services under this panel may include, but is not limited to, the following:

- Corporate and commercial law advisory;
- Company formation, joint ventures and shareholder agreements;
- Mergers, acquisitions and private equity transactions;
- Deal restructuring, insolvency and turnaround;
- Project financing, loan syndication and infrastructure/project finance law;
- Commercial dispute resolution, arbitration and litigation;
- Regulatory compliance, licensing and permits;
- Competition and antitrust law;
- Tax and customs legal advisory;
- Employment, Immigration and Labour laws;
- Property, land and conveyancing;

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- Intellectual property protection and registration;
 - Administrative law advisory and representation; and
 - Sector-specific legal advisory (manufacturing, ICT, energy, agriculture, mining, healthcare, tourism and others).

The detailed Terms of Reference for any specific engagement will be provided by the investor concerned at the point of engagement.

4.0 BENEFITS OF PANEL MEMBERSHIP

Invest Kenya is the first port of call for foreign investors entering or expanding in Kenya. Admission to the Panel puts your firm in that deal flow from day one. Panel membership offers your firm:

- Direct referrals to a growing pipeline of domestic and foreign investors actively seeking legal consultancy support, through Invest Kenya's investor facilitation services and the One Stop Centre for Investors.
- National and global visibility, with your firm profiled in Invest Kenya's published Panel of Investor Service Providers and promoted across the Authority's platforms, including the Invest Kenya website, investor publications and digital channels;
- Global marketing exposure through Invest Kenya's investment promotion activities, including the flagship "Why Kenya" investor presentations delivered at international conferences, global roadshows, trade and investment missions and diaspora engagements;
- Priority invitations to investor conferences, sector forums, business matchmaking events and networking platforms convened by Invest Kenya in Kenya and abroad;
- Early insight into investor demand, priority sectors and emerging opportunities, drawn from Invest Kenya's engagement with investors across the investment lifecycle; and
- A gateway to long-term client relationships, as investors referred at market entry grow into established operations requiring ongoing professional support.

5.0 ELIGIBILITY AND MANDATORY DOCUMENTS

To be eligible, applicants must submit the following mandatory documents. These are assessed on a pass/fail basis, and failure to submit any may lead to disqualification. Foreign firms shall submit the equivalent documentation from their jurisdiction.

- Certificate of Incorporation or Business Registration;
- Valid Business/Trade License at the time of submission;
- CR12 issued within the last six (6) months (for companies);
- Valid Tax Compliance Certificate and KRA PIN certificate;
- Audited financial statements for the last three (3) years;
- Valid registration and practicing certificate with the Law Society of Kenya (LSK), and a physical office in Kenya with a verifiable address;
- At least five (5) reference letters from clients within the last three (3) years; and

6.0 QUALIFICATION AND EXPERIENCE

- i. Firm profile: a brief profile demonstrating registration in Kenya (or lawful establishment), a strong understanding of Kenyan law and the regulatory environment affecting investment, and the capacity to deliver end-to-end legal consultancy solutions.
- ii. Relevant experience: evidence of at least ten (10) similar assignments undertaken in the last five (5) years, including client names, contact details and references.
- iii. Key experts: availability of appropriately qualified personnel, supported by CVs and testimonials, meeting at least the following minima:

Role	Minimum qualification	Minimum experience
Lead Expert	Master's degree in relevant field; Advocate of the High Court of Kenya and member of the LSK	15 years in legal practice
Project Staff (3)	Bachelor degree in relevant field; Advocate of the High Court of Kenya and member of the LSK	10 years in legal practice

7.0 EVALUATION CRITERIA AND METHODOLOGY

Stage 1: Preliminary (Mandatory) Evaluation. Applications are checked for completeness and for the mandatory documents in Section 5 on a pass/fail basis. Only applications that pass proceed to Stage 2.

Stage 2: Technical Evaluation. Compliant applications are scored against the criteria below. A firm must attain the minimum qualifying score of 70% to be admitted to the panel.

Evaluation criterion	Weight (%)
Firm experience and track record (similar legal assignments)	30
Key experts: qualifications and relevant legal experience	30
Relevant sector and local/regional legal experience	20
Approach, methodology and delivery capacity	15
Completeness and quality of submission	5
TOTAL	100

Invest Kenya may verify any information submitted and undertake additional due diligence where necessary.

8.0 PANEL TERMS AND CONDITIONS

- The panel shall be valid for two (2) years, subject to periodic review, after which it may be renewed or re-advertised.
- Admission to the panel provides firms with the opportunity to be profiled to local and international investors seeking professional advisory services through Invest Kenya.
- Referrals shall be made on a transparent, fair and non-exclusive basis, with investors selecting their preferred firm from the panel.
- All contractual and commercial arrangements shall be solely between the investor and the selected firm. Invest Kenya shall bear no liability for such engagements.
- Successful firms will be required to sign a Panel/Service Level Agreement, comply with the Invest Kenya Code of Conduct, and maintain all applicable professional registrations and insurance.
- Invest Kenya reserves the right to review, suspend or remove firms that fail to meet the panel requirements or professional standards.

9.0 GOVERNANCE, SAFEGUARDS AND DISCLAIMERS

- i. Panel membership is open to all qualifying applicants on published criteria. No applicant is granted preferred status;
- ii. Invest Kenya acts as facilitator and convenor, not as a broker or agent. Panel membership is not accreditation, endorsement, investment advice, credit approval, a guarantee of work or referrals, a Government guarantee or a commitment of public funds;
- iii. On admission, successful firms will receive a service level agreement setting out contract conditions, service standards and any applicable registration or administrative fees;
- iv. Applicants must disclose any conflicts of interest that may arise;
- v. Invest Kenya reserves the right to accept or reject any application, to verify any information submitted including through site visits, and to amend, suspend or cancel this process at any stage without incurring any liability. Applicants bear their own costs of preparing and submitting applications;
- vi. Information is provided for preliminary screening only. Anyone supplying information must correct a material inaccuracy promptly. So far as the law allows, Invest Kenya gives no warranty as to completeness, accuracy, bankability or outcome; and
- vii. Nothing in this document excludes any public-law duty, or any liability that cannot lawfully be excluded, including liability for fraud, wilful misconduct, gross negligence, breach of confidence or breach of data-protection law.

10.0 CONFIDENTIALITY AND DATA PROTECTION

Information submitted will be treated in accordance with the Data Protection Act, 2019. By applying, firms consent to Invest Kenya publishing their name and service category in the panel of service providers made available to investors. Personal data collected will be used only for the purposes of this prequalification and the operation of the panel.

11.0 REQUESTS FOR CLARIFICATION

Interested applicants may obtain further information in writing from the address below during official working hours. All requests for clarification shall be received at least seven (7) days before the closing date.

Managing Director/CEO

Kenya Investment Authority (Invest Kenya)
Old Mutual Tower, 14th & 15th Floors, Upper Hill Road
P.O. Box 55704-00200, Nairobi, Kenya
Email: procurement@investkenya.go.ke | Copy to: ceo@investkenya.go.ke
Tel: +254 730 104 200 / +254 730 104 210

12.0 SUBMISSION OF APPLICATIONS

The EOI documents may be downloaded from the Invest Kenya website (<https://www.investkenya.go.ke/resources/>) or the Public Procurement Information Portal (www.tenders.go.ke). Firms that download the documents are encouraged to register their details by emailing procurement@investkenya.go.ke to receive any clarifications or addenda.

Completed applications may be delivered either:

- In hard copy, in a plain sealed envelope clearly marked “InvestKenya/EOI/003/2026–2027: EXPRESSION OF INTEREST (EOI) FOR THE PROVISION OF LEGAL CONSULTANCY SERVICES”, and deposited in

the EOI Submission Box (Tender Box) on the 15th Floor, Old Mutual Tower, Upper Hill Road, Nairobi, or addressed to:

Managing Director/CEO

Kenya Investment Authority (Invest Kenya)
15th Floor, Old Mutual Tower, Upper Hill Road
P.O. Box 55704–00200, City Square
Nairobi, Kenya

- By email to procurement@investkenya.go.ke, quoting the EOI Reference Number and Description in the subject line.

Submissions must be received on or before the closing date and time indicated on the cover. Applications received after the deadline shall not be considered.

Applications will be opened immediately thereafter in the 15th Floor Boardroom in the presence of applicants or their representatives who choose to attend.

MANAGING DIRECTOR/CEO

KENYA INVESTMENT AUTHORITY (INVEST KENYA)

Annex A: EOI SUBMISSION FORM

Applicants should complete this form and submit it together with the documents in Sections 5 and 6.

Name of Firm / Applicant	
EOI Reference No.	
Service Category applied for	
Country of Incorporation / Registration No.	
Contact Person & Title	
Email / Telephone	
Number of similar assignments (last 5 years)	
Authorised Signatory & Date	