



**MINISTRY OF AGRICULTURE, LIVESTOCK, FISHERIES AND
COOPERATIVES
STATE DEPARTMENT FOR LIVESTOCK
KENYA LIVESTOCK COMMERCIALIZATION PROJECT (KeLCoP)**

EXPRESSION OF INTEREST

(By the consulting firm in response to the REOI
issued by the procuring entity)

For

**Consultancy Services for Social Environment
and Climate Assessment Procedures (SECAP)**

Ref No:

MOALFC/SDL/KELCOP/EOI/03/2021/2022

Issue Date: 8th February 2022

Foreword

This document has been prepared by **The State Department for Livestock** through the **Kenya Livestock Commercialization Project (KeLCoP)** and is based on the 1st edition of the IFAD-issued standard procurement document for expression of interest available at www.ifad.org/project-procurement. This bidding document is to be used for the procurement of services using Quality and cost Based selection in projects financed by IFAD.

IFAD does not guarantee the completeness, accuracy or translation, if applicable, or any other aspect in connection with the content of this document.

Instructions to Consultants¹

**Procurement Reference Number:
MOALFC/SDL/KELCOP/EOI/03/2021/2022**

8th February 2022

Consultancy Services For Social Environment And Climate Assessment Procedures(SECAP)

1. The Government of Kenya(GoK) has received financing from the International Fund for Agricultural Development ("the Fund" or "IFAD") towards the cost of Kenya Livestock Commercialization Project(KeLCoP) ("the client") and intends to apply part of the proceeds for the recruitment of consulting services, for which this REOI is issued.
2. The use of any IFAD financing shall be subject to IFAD's approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD's rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with Kenya Livestock Commercialization Project(KeLCoP).
3. This request for expressions of interest (REOI) follows the general procurement notice that appeared in ***The Standard*** newspaper on ***7th February 2022***, on the IFAD website and on UNDB on ***1st February 2022***. The REOI was advertised in ***The People Daily*** newspaper on ***8th February 2022*** and ***www.kilimo.go.ke*** and ***www.tenders .go.ke websites***.
4. The client now invites expressions of interest (EOIs) from legally constituted consulting firms (not individual consultants) ("consultants") to provide Consultancy Services for Social Environment and Climate Assessment Procedures(SECAP). More details on these consulting services are provided in the preliminary terms of reference (PTOR) attached as **Annex 1**. The consultant may sub-contract selected activities provided that said services do will not exceed 20% of the total consultancy work.
5. Before preparing its EOIs, the consultant is advised to review the preliminary terms of reference attached as **Annex 1**, which describe the assignment and **Annex 2** that details the evaluation of the technical qualifications.
6. The consultant shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A consultant including their respective personnel and affiliates are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the client's board of directors or its personnel, the

¹ This document refers to legally constituted consulting firms as "consultant".

Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this expression of interest, (ii) the selection process for this procurement, or (iii) execution of the contract. The consultant has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations².

7. All consultants are required to comply with the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations (hereinafter, "IFAD's Anticorruption Policy") in competing for, or in executing, the contract.
 - a. If determined that a consultant or any of its personnel or agents, or its sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and/or any of their personnel or agents, has, directly or indirectly, engaged in any of the prohibited practices defined in IFAD's Anticorruption Policy or integrity violations such as sexual harassment, exploitation and abuse as established in IFAD's Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse³ in competing for, or in executing, the contract, the EOI may be rejected or the contract may be terminated by the client.
 - b. In accordance with IFAD's Anticorruption Policy, the Fund has the right to sanction firms and individuals, including by declaring them ineligible, either indefinitely or for a stated period of time, to participate in any IFAD-financed and/or IFAD-managed activity or operation. The Fund also has the right to recognize debarments issued by other international financial institutions in accordance with its Anticorruption Policy.
 - c. Consultants and any of their personnel and agents, and their sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and any of their personnel and agents are required to fully cooperate with any investigation conducted by the Fund, including by making personnel available for interviews and by providing full access to any and all accounts, premises, documents and records (including electronic records) relating to this selection process or the execution of the contract and to have such accounts, premises, records and documents audited and/or inspected by auditors and/or investigators appointed by the Fund.
 - d. Consultants have the ongoing obligation to disclose in their EOI and later in writing as may become relevant: (i) any administrative sanctions, criminal convictions or temporary suspensions of themselves or any of their key personnel or agents for fraud and corruption, and (ii) any commissions or fees paid or to be paid to agents or other parties in connection with this selection process or the execution of the contract. As

² The policy is accessible at www.ifad.org/anticorruption_policy.

³ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>.

a minimum, consultants must disclose the name and contact details of the agent or other party and the reason, amount and currency of the commission or fee paid or to be paid. Failure to comply with these disclosure obligations may lead to rejection of the EOI or termination of the contract.

- e. Consultants are required to keep all records and documents, including electronic records, relating to this selection process available for a minimum of three (3) years after notification of completion of the process or, in case the consultant is awarded the contract, execution of the contract.
8. The Fund requires that all beneficiaries of IFAD funding or funds administered by IFAD, including the client, any consultants, implementing partners, service providers and suppliers, observe the highest standards of integrity during the procurement and execution of such contracts, and commit to combat money laundering and terrorism financing consistent with IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy.⁴
9. **Procedure:** the selection process will be conducted using **Quality and Cost selection method** as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement. The client will evaluate the EOIs using the criteria provided in **Annex 2**. The shortlisted consultant(s) will be provided with the detailed TORs and asked to submit a detailed technical and financial offer. The evaluation will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.
10. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
11. Any request for clarification on this REOI should be sent via e-mail to the address below no later than **1700 Hours, 14th February 2022, East African Time**. The client will provide responses to all clarification requests by **1700 Hours, 17th February 2022, East African Time**
12. **Submission Procedure:** please submit your expression of interest using the forms provided for this purpose. Your EOI should comprise one (1) original copy of each EOI form annexed to this document. EOIs shall be submitted to the address below no later than **[1100 Hours, 24th February 2022, East African Time]**.

Project Management and Coordination unit(PMCU) ,
Kenya Livestock Commercialization Project (KeLCoP),
Attn: Ag. Project Coordinator
P.O. Box 12261-20100 Nakuru, Kenya
Nakuru-Ravine Road, Opposite KEMSA Regional office

⁴ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

Tel: +254-51-2210851
E-mail: pmcu.kelcop@gmail.com

Yours sincerely,

Ag.Project Coordinator
Kenya Livestock Commercialization Project (KeLCoP)
For: Principal Secretary, State Department for Livestock

Form EOI-1
EOI Submission Form

[Location, date]

[Authorized official]

**Re: Consulting Services for Social Environment And
Climate Assessment Procedures(SECAP)**

Ref: MOALFC/SDL/KELCOP/EOI/03/2021/2022

We, the undersigned, declare that:

1. We are expressing our interest in providing the consulting services for the above-mentioned assignment and have no reservations to the REOI, the instructions to the consultants and any addenda thereto.
2. Our expression of interest is open for acceptance for a period of ninety (90) days.
3. Our firm, its associates, including any subcontractors or suppliers for any part of the contract, have not been declared ineligible by the Fund and have not been subject to sanctions or debarments under the laws or official regulations of the client's country or not been subject to a debarment recognized under the Agreement for Mutual Enforcement of Debarment Decisions (the "Cross-Debarment Agreement")⁵, beyond those declared in paragraph 9 of this EOI submission form.
4. We acknowledge and accept the IFAD Revised Policy on Preventing Fraud and Corruption in its Activities and Operations. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any prohibited practices as provided in ITC Clause 6. Further, we acknowledge and understand our obligation to report to anticorruption@ifad.org any allegation of prohibited practice that comes to our attention during the selection process or the contract execution.
5. No attempt has been made or will be made by us to induce any other consultant to submit or not to submit an EOI for the purpose of restricting competition.
6. We acknowledge and accept the IFAD Policy on Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse. We certify that neither our

⁵ The Cross-Debarment Agreement was entered into by the World Bank Group, the Inter-American Development Bank, the African Development Bank, the Asian Development Bank and the European Bank for Reconstruction and Development, additional information may be located at: <http://crossdebarment.org/>.

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firm nor any person acting for us or on our behalf has engaged in any sexual harassment, sexual exploitation or abuse. Further, we acknowledge and understand our obligation to report to ethicsoffice@ifad.org any allegation of sexual harassment, sexual exploitation and abuse that comes to our attention during the selection process or the contract execution.

7. The following commissions, gratuities, or fees have been paid or are to be paid with respect to the selection process: *[Insert complete name of each recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity.]*

Name of Recipient	Address	Reason	Amount	Currency

(If none has been paid or is to be paid, indicate "none.")

8. We declare that neither our consulting firm nor any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners have any actual, potential or perceived conflict of interest as defined in ITC Clause 5 regarding this selection process or the execution of the contract. *[insert if needed: "other than the following:" and provide a detailed account of the actual, potential or perceived conflict].* We understand that we have an ongoing disclosure obligation on such actual, potential or perceived conflicts of interest and shall promptly inform the client and the Fund, should any such actual, potential or perceived conflicts of interest arise at any stage of the procurement process or contract execution.
9. The following criminal convictions, administrative sanctions (including debarments) and/or temporary suspensions have been imposed on our consulting firm and/or any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners:

Nature of the measure (i.e., criminal conviction, administrative sanction or	Imposed by	Name of party convicted, sanctioned or suspended (and relationship to the consultant)	Grounds for the measure (i.e., fraud in procurement or corruption in contract execution)	Date and time (duration) of measure

temporary suspension)

If no criminal convictions, administrative sanctions or temporary suspensions have been imposed, indicate "none".

10. We acknowledge and understand that we shall promptly inform the client about any material change regarding the information provided in this EOI submission form.
11. We further understand that the failure to properly disclose any of information in connection with this EOI submission form may lead to appropriate actions, including our disqualification as consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.
12. We understand that you are not bound to accept any EOI that you may receive.

[Authorized signatory]

[Name and title of signatory]

[Name and address of firm]

Form EOI-2
Organization of the Consultant

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[Provide a brief description of the background and organization of your firm/entity and of each associated firm for this assignment. Include the organization chart of your firm/entity. The EOI must demonstrate that the consultant has the organizational capability and to carry out the assignment. The qualifications document shall further demonstrate that the consultant has the capacity to field and provide experienced replacement personnel on short notice. Key staff CVs are not required at the shortlisting stage.]

Name of the firm	
Date of establishment	
Country of registration	
Full address of the firm	
Focal point: name, position, contact information (telephone, email):	Name:
	Tel:
	Email:
Number of branches in the country	
Country(ies) of operations with number of branches in each country	
Number of full-time employees	
Number of part-time employees	
Field(s)of expertise of the firm	
Number of professional staff with experience related directly to the assignment	

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Subsidiary and associated companies <i>(wherever applicable):</i> (details in the following format to be provided for all associates) – (i) Name of the company (ii) Nature of business (iii) Address of the company (iv) Website of the company (v) Brief description of company (maximum of 120 words)	
Any other information that the consultant would like to add:	

Maximum 10 pages

Form EOI-3
Experience of the Consultant

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[Using the format below, provide information on each relevant assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the preliminary terms of reference included in this EOI. The EOI must demonstrate that the consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement.

Maximum 20 pages]

Assignment name:	Approx. value of the contract (in current US\$):
Country: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff-months of the assignment:
Address, and contact details (including email address(es)):	Approx. value of the services provided by your firm under the contract (in current US\$):

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Start date (month/year): Completion date (month/year):	No. of professional staff-months provided by associated consultants:
Name of associated consultants, if any:	Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):
Narrative description of project:	
Description of actual services provided by your staff within the assignment:	

Name of Firm: _____

ANNEX 1

PRELIMINARY TERMS OF REFERENCE

1. Client

The client for this assignment is Kenya Livestock Commercialization Project (KeLCoP)

2. Country background

Kenya has an area of 580,370 km² (143,974,468 acres) out of which less than 20% of the land is suitable for cultivation, of which only 12 per cent is classified as high potential (adequate rainfall) agricultural land and about 8 per cent is medium potential land. The rest of the land is arid or semiarid.

Kenya largely practices mixed farming. Small-scale farming systems dominate the Kenya agriculture sector, contributing 75 per cent of total agricultural production, most of it for subsistence and minimal surplus for sale. Challenges faced by smallholder farmers include the decreasing size of landholdings, limited access to productivity-enhancing technology, declining soil quality, environmental degradation, climate change, weak extension services and low technology adoption, and poor smallholder access to market. In ASALs, most of the livestock is raised by pastoralists where infrastructure is poor, extension and veterinary services are limited. Over 90 percent of livestock in the local markets are sold by smallholders, making them important actors that supply to meet national demand for livestock and livestock products.

The livestock sub-sector plays an important role for Kenya's economy with a direct contribution of around 42 per cent to agricultural GDP and 12 per cent to national GDP. It accounts for 30 per cent of the total marketed agricultural products and provides raw materials for agro-processing and manufacturing. Investment in livestock development, directly contributes to increased income, food and nutrition security of livestock producing households, and by extension their communities. Even in the non-arid and semi-arid land (ASAL) areas, the livestock sub-sector constitutes an important source of family income and food security. In the high rainfall areas, small livestock provides employment and income mainly through dairy and poultry production. The livestock sub-sector is expected to grow rapidly, fuelled largely by a growing population, and increasing rates of urbanization, which are expected to rise. As a result, consumption of meat and milk is forecast to expand. Moreover, Kenya is currently experiencing an annual meat supply deficit of 300,000 Metric Tons (MT). This gap requires a deductive approach to understand why the Kenyan food system is unresponsive to demand.

Small ruminant and poultry sub-sectors are experiencing low productivity and narrow profit margins due to high cost of feed, poor animal husbandry, poor state of livestock infrastructure, limited availability of processing facilities and bottlenecks in the supply chain, which hinder efficient movement of livestock and its product downstream, thus preventing reciprocal livelihood improvement for people in the rural areas. Honey production is deemed low, with most of the honey processed in the country coming from Tanzania, yet it is estimated that there is approximately 80% of untapped nectar every flowering season.

In the last decade, low productivity in the sub-sector was exacerbated by the increasing severity and frequency of dry spells and heat waves, punctuated by periods of flooding, resulting from climate change and climate variability. Particularly in the ASALs, pastures are degrading and little attention is paid to the governance arrangements to protect and manage them at the community level. The increased heat stress is reducing water availability, increasing water scarcity and causing rangeland degradation and loss of key grazing territory. In turn, farmers are experiencing lower livestock productivity, increased incidence of livestock diseases and consequently higher mortality, as well as reduced grain quality and yields for animal feed.

Livestock production is an ideal enterprise to improve household food and nutrition security, increase incomes, create jobs and contribute to sustainable livelihoods of many rural people living below the poverty line. The selected value chains, small ruminants, local improved poultry breed and bee-keeping are economic activities predominantly carried out by women, youth and marginalized segments of the population. Furthermore, small ruminants have the ability to survive harsh weather conditions and they contribute very low Green House Gas Emissions (GHGs) to the environment, (estimated at 6.5 percent and 8 percent, respectively, compared to 41 percent for beef cattle and 20 percent for dairy cattle). Poultry and honey production and processing occupy relatively smaller spaces that do not interfere with land for agriculture and can easily be carried out by women and youth. They are also ideal alternative income generating activities for populations living in conflict areas within four participating counties (Marsabit, Samburu, Baringo and Elgeyo- Marakwet), which are driven by cattle rustling practices.

The KeLCoP provides an opportunity for transformation of the livestock sector, which can generate major socio-economic benefits for rural communities in a sustainable manner. It is in this regard that the GoK requested IFAD to finance a livestock project in the high potential and pastoral counties. The geographical target is guided by the 2018 Country Strategy and Programme Evaluation (CSPE) for Kenya recommendation to target investments towards the ASALs, to promote commercialization and business development. IFAD and GoK through the Ministry of Agriculture, Livestock, Fisheries and Cooperatives (MALFC) and participating

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Counties designed a new project titled the Kenya Livestock Commercialization Project (KeLCoP).

3. Background on project

The Kenya Livestock Commercialization Project (KeLCoP) is a six year project jointly funded by; Government of Kenya (GOK), International Fund for Agricultural Development (IFAD), Heifer International, Participating Financial Institutions (PFI) and Beneficiary communities. The Project Loan negotiation meeting was done on 25-28 August 2020. The IFAD Executive Board approved the Loan in 18 September 2020. The Project came into force on 05 March 2021 with a Completion date of 31 March 2027 and Loan Closing date of 30 September 2027.

The Project Goal is to contribute to the Government's agriculture transformation Agenda of increasing rural small-scale farmers' incomes, food and nutrition security. The development objective is to increase incomes of 110,000 poor livestock and pastoralist households, especially youth and women, in an environmentally friendly manner, in selected project areas of the 10 participating counties. The Project areas are Semi-Arid counties (Elgeyo Marakwet and Baringo), Arid counties (Marsabit and Samburu).and other areas are Busia, Bungoma, Kakamega, Siaya, Nakuru and Trans Nzoia. The targeted value chains are small ruminants (sheep, goats for meat and dairy goats), local improved breed poultry, bee keeping and rabbit production (where applicable).

The primary target group comprises of: very vulnerable, ultra-poor, mostly women headed households, pastoralist and agro-pastoralist households; commercially orientated pastoralist and agro-pastoralist households; and young women and men involved in production and entrepreneurial activity at critical points in the value chain. The project will also engage with value chain drivers namely: farmers with resources to function as livestock breeders; traders; retailers; wholesalers; private sector companies; transporters; private agro-vets and input suppliers. KeLCoP has a strong focus on the inclusion of women and youth, marginalized tribes and persons with disabilities.

The project is expected to directly benefit 110,000 households with a total number of 495,000 people. From the total direct beneficiaries, women and youth beneficiaries will be 54 per cent and 30 per cent respectively. 30 per cent of the total households will be targeted for nutrition interventions. A minimum of 5 per cent of beneficiaries will be from vulnerable groups (marginalized tribes, persons with disabilities and persons with HIV).

The project consists of three components; Component 1: Climate-smart production for small livestock. This will be supported by the following sub components; integrating vulnerable households (HHs) into value chains and Climate Resilient Production Systems. Component 2: Support to livestock market development. This will be supported by the following sub components; Market infrastructure and capacity development, Building

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inclusive value chains and Value chain management information systems. Component 3: Project Management and Coordination. This will be supported by the following sub components; Policy and institutional support to national Government and Project Management & Coordination Unit Support

The Lead Programme Agency is the State Department for Livestock in the Ministry of Agriculture, Livestock, Fisheries and Cooperatives. The project institutions will be: The Project Steering Committee (PSC), Project Management and Coordination Unit (PMCU), County Programme Coordinating Committees (CPCCs), County Project Technical Teams (CPTTs), Sub-County Technical Teams (SCPTTs) and Ward Committee (WC).

4. Background of the assignment

KeLCoP's environment and social risk categorization is B and its climate classification is high. The project will have moderate environmental and social impacts, which are reversible or can be mitigated through proposed interventions. The main environmental risks that were identified during the design period were related to: overgrazing and overstocking leading to soil erosion and sedimentation, pastureland degradation, resource use conflicts, depletion of indigenous livestock genetic resources, insufficient or poor quality feed/forage among others.

Some proposed risks mitigation actions include: investment in rangeland and water resources governance systems, water harvesting technologies, improved fodder and forage species, animal breeding to strengthen genetic abilities, hay and silage making, awareness creation and sensitization on pollution prevention, manure promotion in farms, a forestation and agro forestry, soil erosion control measures, establishment of carrying capacity and stock size management, better surveillance, diseases and pests, and sensitization of the public on health. The small ruminant systems promoted by the project will stimulate and increase the efficiency of small livestock production through better feeding, health and genetic resources management. Small ruminants emit less enteric methane (CH₄) than all other domestic ruminant animals per unit body weight, are more water-efficient than large ruminants and better suited to integrated small farming systems (e.g. manure application for kitchen garden production).

Social risks are likely to result from resource use conflicts, elite capture or takeover of women's economic activities by men. The project will mitigate these risks through elimination of community bias in selection of ultra-poor households. Social inclusion, development of a grievance redress mechanism, stakeholder engagement and participation among others. At design, a preliminary environment and social management framework (ESMF) was developed. The ESMF establishes procedures, exclusion lists, and thresholds for the execution of the sub-projects. It also identifies potential environmental and social risks and integrates an Environment and Social

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Management Plan (ESMP) matrix. To address the issue of pesticides, a draft Pest Management Plan was prepared. The project also has a draft stakeholder management plan and grievance redress mechanism. These safeguards documents (ESMF, ESMP, PMP) will require further elaboration, inclusion of the findings of field data collection and stakeholder validation at this stage. Required environmental and social studies for each specific sub-project will be developed prior to implementation of the sub-project and in line with national laws and IFAD's SECAP 2017 guidelines.

The project area is home to various peoples, mainly hunters and gatherers and pastoralists, such as the Sengwers, Ogieks, Gabra, Watta, Boranas, Rendille etc. Indigenous communities possess immense knowledge on sustainable natural resources utilization and management, and have strong cultural heritages. The project will tap into this knowledge and work closely with them in conservation efforts, climate resilience building, while also co-identifying livelihood improvement opportunities. This will be done through undertaking a Free, Prior and Informed Consent (FPIC) and the development of an Indigenous Peoples Action Plan. This will be done comprehensively at the pre- implementation stage or once the Covid 19 movement restrictions are eased and stakeholder engagements and consent can be obtained from the communities. It is also important that the indigenous people's framework/action plan and grievance redress mechanism are developed with full participation of the community.

KELCoP's climate risk classification is high. Some of the project's counties are already experiencing climate variability/change and/or are exposed to extreme weather events, mainly frequent and prolonged droughts, heat waves as well as floods. The ASAL countries are expected to continue experiencing droughts and heat waves. The climate related risks could lead to emergence or re- emergence of climate related diseases, such as the Rift Valley Fever or anthrax, reduced livestock productivity due to heat stress and water scarcity, loss of livestock or human life due to droughts or floods. Western regions will more likely experience extreme events related to floods and landslides (caused by a combination of deforestation, intensive rainfall, soil erosion and agricultural activities on hilltops). Some risk mitigation strategies include water harvesting, weather and climate information systems, agroforestry, selective breeding, soil and water conservation practices etc.

Green House Gases (GHGs) emission intensities for small livestock are relatively lower than for those of dairy cows or beef production systems. The project will promote and increase the efficiency of small livestock production (through better feeding, health and genetic management). A comprehensive in depth climate risks analysis was undertaken at design and a report produced. The report identifies past, present and future climate scenarios and risks, and proposes appropriate adaption and mitigation actions.

5. Overall objectives

The Project Goal is to contribute to the Government's agriculture transformation Agenda of increasing rural small-scale farmers' incomes, food and nutrition security. The development objective is to increase incomes of 110,000 poor livestock and pastoralist households, especially youth and women, in an environmentally friendly manner, in selected project areas of the 10 participating counties.

6. Objectives of the assignment

The study will identify gaps in existing environmental and social assessment reports such as the ESMF, ESMP, stakeholder management plan (SMP), grievance redress mechanism (GRM), and pesticides management plan (PMP), and fill those gaps. Further, the reports will be elaborated through field data and participation/engagement with communities, local authorities and stakeholders in the counties. The consultant thereafter will finalize and submit final reports of the ESMF, ESMP, GRM, PMP, and SMP. The consultant will also undertake an FPIC and together with indigenous people and stakeholders, develop an FPIC report and Indigenous Peoples Action Plan (IPAP). The consultant will also identify studies required for each sub-project based on national laws, the ESMF exclusion lists, risk levels, and IFAD's SECAP 2017 guidelines. The exclusion lists in the ESMF will provide the guard rails and thresholds for the project to maintain its category B status.

7. Scope of work

The study will be undertaken in 50 wards in the 10 KeLCoP implementing counties namely; Siaya, Busia, Bungoma, Kakamega, Trans Nzoia, Elgeyo Marakwet, Baringo Nakuru, Marsabit and Samburu. It will elaborate and contextualise the already prepared reports in relation to social and environmental issues based on the identified project intervention sites in each County. The climate risk analysis report provided can be expanded based on field information in the identified project sites. The analysis will be based on at least on the following: (i) analyse potential risks and provide information to strengthen the social, environmental and climate dimensions of programmes and projects; (ii) maximize social, environmental and climate change adaptation and mitigation benefits, and avoid or minimize negative impacts; (iii) increase the consistency, transparency and accountability in decision-making concerning these dimensions; iv) ensure adequate consultations with the communities, stakeholders and local authorities and integrate field findings into the reports and, v) submit revised or fully developed reports of the ESMF, ESMP, PMP, GRM, SMP, FPIC, and IPAPA list of sub-projects and required studies based on national laws, exclusion list, risks and SECAP 2017 will be prepared to guide the project on studies (e.g. EIAs) that are required prior to implementation of sub-projects. The findings of the study will inform updating of the project implementation manual (PIM) to incorporate the guidelines and recommendations. The indicators for monitoring and evaluation will be used to update the operational M&E framework of the project.

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In order to accomplish the assignment, the following specific tasks must be undertaken:

1. Review the preliminary report of ESMF and ESMP, identify the gaps based on also the identified project intervention sites and field data as well as consultations with communities and stakeholders and revise the ESMF and ESMP. The ESMP should have an embedded monitoring plan, and provide details on: specific actions that should be taken to mitigate each impact identify the entity responsible for taking the action, the timing according to the stages of the project, performance indicators, frequency of monitoring, timelines, responsibility and the estimated costs. The ESMF should map out the stakeholders and strengthen the existing a stakeholder participation/engagement plan including roles and responsibilities and incorporating the project's target groups e.g. indigenous peoples, women, youth, vulnerable etc. It should also elaborate and finalise the existing pesticides management plan based on the field context and consultations with stakeholders.
2. Review the in-depth Climate Risk and Vulnerability Analysis Report and identify the gaps based on the field situation and consultations with communities and stakeholders. Revise the existing report as needed.
3. Review the Grievances Redress Mechanism draft, identify the gaps based on the identified project sites and consultations with communities and stakeholders in each County, and finalize the report.
4. Apply the Indigenous Peoples Planning Framework and undertake an FPIC through comprehensive consultations. Together with indigenous communities, and stakeholders, develop an FPIC report and an IPAP.
5. Revise the existing grievance redress mechanism including the modalities and institutional set up for the GRM. The GRM should provide guidance on how existing community based dispute resolution mechanisms can be embedded into the GRM. Consultations and community and stakeholder participation should inform the development of the GRM.
6. Develop a checklist of sub-projects and required environmental and social studies that will be informed by national laws, SECAP 2017 guidelines, exclusion lists in the ESMF and risks. Provide thresholds or scale of subprojects that will help maintain the category B status.
7. Undertake a detailed capacity needs analysis and develop a training/capacity building plan for training project implementers and beneficiaries/communities on the execution of the various studies.
8. Develop guidelines/criteria; including proposing measures to strengthen their capacity to implement proposed safeguards measures.
9. Develop training manual and train TOTs that will train implementers and

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- beneficiaries on safeguards.
10. Contribute to the finalization of the PIM
 11. Develop for a monitoring plan to track actions on execution of safeguards and identify relevant indicators that will be included in the project's operational M&E framework.

8. Capacity building and transfer of knowledge

The study will include Training of Trainers (TOTs) on Social Environment and, Climate and safeguards as per the agreed training manual. The TOTs will later then train and build capacity of the PMCU staff, implementers, stakeholders and beneficiaries.

Consultant responsibilities during training and capacity building:

1. Develop detailed training manual and have it approved by the project
2. Facilitate the facilitators during trainings of TOTs
3. Provide the training manual and training guide and or tools/equipments used for training

Project responsibilities during trainings:

1. Assist the consultant to identify the persons using agreed criteria to be trained as TOTs
2. Hire training venue and conference packages for participants for the trainings
3. Facilitate the identified persons to attend the trainings

9. Reports and schedule of deliverables

1. Inception Report
2. Draft report with Final drafts of ESMF, ESMP, PMP, GRM, SMP, FPIC, IPAP, revised/updated in-depth climate risk analysis report, a capacity building and training plan, monitoring plan, and indicators to be integrated in M&E framework.
3. Final report with Final list of sub-projects and required environmental and social studies for each sub-project based on national laws, SECAP 2017, exclusion lists and risks.
4. Final stakeholder validation report and guidelines on disclosure of the studies based on SECAP 2017 and national laws.

The total duration for the assignment shall be a maximum of sixteen (24) weeks or 6 months from the date the contract is signed. The deliverables schedule mapped to this timeline is as shown in the table below:

Deliverable/Output	Timeline/Date
1. Signed Contract	Kick-off meeting with consultant
2. Draft Inception Report	1 week from commencement
3. Final inception Report (<i>incorporating KeLCoP PMCU feedback</i>)	1 week after incorporating KeLCoP PMCU feedback
4. Training workshop for enumerators and data entry clerks on data collection tools	4-day workshop
5. Field Data collection, community and stakeholder consultations	8 weeks (<i>duration</i>)
6. Submit first draft report with first drafts of ESMF, ESMP, PMP, SMP, GRM, FPIC, IPAP, monitoring plan and indicators for M&E framework, list of required subproject studies, a capacity building and training plan; and training manual	16 weeks after approval of Final Inception Report
7. Presentation to Stakeholders Workshop	2 weeks after submission of the First Draft Report
8. Final Report with Final Reports of ESMF, ESMP, PMP, SMP, GRM, FPIC, IPAP, monitoring plan and indicators for M&E framework, list of required subproject studies, a capacity building and training plan; and training manual (<i>including final database of raw data collected and used for analysis in a memory stick, CD ROM or DVD and final stakeholder report</i>)	2 weeks after submission of the Second Draft Report

10. Consultant's qualifications and experience

The consulting firm should assemble a team of experts for the assignment in all thematic areas in the Social Environment and Climate Assessment with a team leader.

The consulting firm should demonstrate the following:

- a) General experience in conducting consultancy services
- b) Experience in conducting consultancy services in similar study fieldwork i.e. designing of surveys, data collection, validation, entry and analysis, quality assurance for development Programmes in Kenya or in the East Africa region;

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- c) Demonstrate experience in development of environmental, social and climate assessments e.g. ESMF and ESMPs;
- d) Experience in using Statistical Modelling Tools such as SPSS, Stata, Power BI, Advanced Excel or other similar software for data analysis,

The following are the proposed experts and their qualifications

10.1. Team Leader and Environmental Management Expert

- i. The lead consultant should have academic qualification in Water, Environmental Management, Environmental Studies, natural resources management, environmental sciences.
- ii. Should have experience undertaking environment and social impact assessments within projects. Experience in undertaking climate change audits/verification would be an added advantage.
- iii. Should have sound experience in Environment and Climate Safeguards
- iv. Should have formal training in EIA and registered by NEMA as a Lead Expert. Experience in occupational health and safety (DOSHS) would be an added advantage.
- v. He/she should have post qualification experience in undertaking similar studies with development projects financed by bilateral, multilateral and other development partners.
- vi. Proven technical and field experience of the company/ESIA Expert. Consultancies performed especially in Kenya of a similar nature/scale/size.
- vii. Availability to perform the assignment at the earliest possible time and to the highest standards of quality
- viii. Past experience of working in Kenya would be an added advantage.

a. Agriculture and Livestock Expert

- i. Academic qualification in Agriculture or Animal Sciences, or Animal Production, or Range Management or Veterinary sciences or any other related discipline.
- ii. The expert should have practical experiences in animal resource management and good knowledge of livestock sector in Kenya;
- iii. Have complementary knowledge in rural development;
- iv. Must be familiar with Kenya's diverse agro-ecological zones including the ASALs, their different agricultural systems and development needs;
- v. Undertaken similar assignments in environmental studies or feasibility assessment, or social risk studies or baseline surveys or impact assessment etc for donor funded projects

b. Climate Change Expert

- i. Academic qualification in Environmental Management, Environmental Studies, environmental sciences or climate change
- ii. Should have formal training in EIA and audit
- iii. He/she should have post qualification experience in undertaking similar studies with development projects financed by bilateral, multilateral and other development partners.
- iv. Proven technical and field experience of climate change in both adaptation and mitigation in Agriculture.
- v. Past experience of working in Kenya would be an added advantage.

c. Sociologist (Gender, targeting, nutrition and community Development Expert)

Key qualification, skills and experiences:

- i. Academic qualification in Social Sciences, Community Development, Gender or any other related discipline.
- ii. Experience in social inclusion and community development
- iii. Must have experience in social safeguards in Kenya/East Africa region
- iv. Experience with poverty, indigenous/marginalized peoples, gender and youth targeting in agriculture-based rural development programmes
- v. Experience in rural development project management and implementation
- vi. Knowledge and experience of Participatory Rural Appraisal techniques
- vii. Demonstrated knowledge and understanding of nutrition issues at community level
- viii. Demonstrated capacity to develop social management plans, execute safeguards, prescribe solutions to social problems,
- ix. Undertaken similar assignments in environmental studies or feasibility assessment, or social risk studies or baseline surveys or impact assessment etc for donor funded projects

d. Data Analysts / Statisticians

- i. Academic qualification in statistics, mathematics, economics and statistics
- ii. Experience in development projects
- iii. Practical command of statistical applications and databases. Preferred data analysis tools such as STATA and applications of SPSS, and use of R, Eviews, SAS, Ms Excel, Ms Access, and any other relevant applications
- iv. Undertaken similar assignments in environmental studies or feasibility assessment, or social risk studies or baseline surveys or impact assessment etc for donor funded projects

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e. GIS Expert

- i. academic qualification in Geomatics/ Geospatial Engineering, Geographical information systems, Geography or Environmental studies, Water/ Environmental Engineering or a related course with postgraduate qualification in GIS.
- ii. Experience in conceptualization and preparation of maps and other cartographic products using ArcGIS systems with a working knowledge of the latest version of the software, i.e., ArcGIS 10
- iii. Must demonstrate ability to design methodologies for collecting GIS data, manage spatial datasets, and maintain the strictest confidentiality of sensitive data, while ensuring protocols for usage and licensing of procured GIS datasets/software are carefully followed;
- iv. Experience in concepts/proposal development for GIS related initiatives will be an added advantage
- v. Demonstrate ability to use open source GIS software for data Analysis and presentation Experience in development and deployment of GIS mobile to web data collection tools.
- vi. Analytical skills for GIS data GIS data visualization skills any other emerging applications Geodatabase development and management

11. Location and period of execution

The study data will be collected from 50 wards in the ten project counties i.e. Nakuru, Baringo, Elgeyo-Marakwet, Trans-Nzoia, Kakamega, Bungoma, Busia, Siaya, Samburu and Marsabit. Five wards will be targeted in each county and will be provided to the consultant by the project. The study activity will be coordinated from Nakuru PMCU offices and space will be provided for the consulting firm team. The activity will take approximately 150 days from date of contract signing.

12. Project coordination

The Project Coordinator will be responsible for the study coordination and supervision on behalf of PMCU and the link between the Consulting Firm and the project county implementations teams.

13. Services and facilities to be provided by client

The project will provide the following to support the consultants achieve objective of assignment:

1. Office space for consultants to operate from at PMCU offices
2. Facilitate officers participating in planning meetings, questionnaire development, enumerator training, data collection supervision in counties and stakeholder's validation workshops

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3. Provide transport to officers participating in the above activities
4. The Project Coordinator will be the activity coordinator responsible for all logistics and communications at PMCU and Counties
5. Assist in identification of enumerators at the county wards
6. Project Coordinator will provide all project documents i.e. PDR, PIM and any other relevant document

14. Services and facilities to be provided by the consultant

The consultant will provide the following during the assignment:

1. Assemble study team of experts and facilitate their transports and fees during the assignment
2. Organize workshop for development of data collection tools
3. Organize training workshop for enumerators and data entry clerks
4. Participate in stakeholder validation workshops as lead facilitators
5. Provide data collection tools i.e. questionnaires, smartphones, for activity

ANNEX 2

Qualification and Evaluation Criteria

Preliminary Mandatory Requirements

- a) Valid Tax compliance certificate from Kenya Revenue Authority(KRA)
- b) Copy of Business Registration/Certificate of incorporation
- c) valid trading license/Business permit
- d) CR12 for limited companies, detailing the list of Directors and shareholding & copies of Identification Cards (ID) for the listed Directors.

Item	Criteria	Points
For specific experience, evidence shall include successful experience in the execution of assignments of a similar nature and scope of works. Copies of the performance certificates/letters of reference or similar evidence of similar assignments carried out by the firm successfully. The assignments shall be the same as those provided under FORM EOI-3		
A.	General experience	10
(i)	General experience in conducting consultancy services	10
B.	Specific experience	90
(i)	Experience in conducting consultancy services in similar study fieldwork i.e. designing of surveys, data collection, validation, entry and analysis, quality assurance for development Programmes in Kenya or in the East Africa region;	20
(ii)	Demonstrate experience in development of environmental, social and climate assessments e.g. ESMF and ESMPs;	60
(iii)	Experience in using Statistical Modelling Tools such as SPSS, Stata, Power BI, Advanced Excel or other similar software for data analysis,	10
	Total Points	100
	Minimum points required to pass	70 points

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