



REPUBLIC OF KENYA



**MINISTRY OF AGRICULTURE AND LIVESTOCK DEVELOPMENT
STATE DEPARTMENT FOR LIVESTOCK DEVELOPMENT
KENYA LIVESTOCK COMMERCIALIZATION PROJECT (KeLCoP)
REQUEST FOR EXPRESSIONS OF INTEREST
(Consulting Firms)**

COUNTRY: Kenya

PROJECT: Kenya Livestock Commercialization Project (KeLCoP)

ASSIGNMENT TITLE: Consultancy Services for E-Voucher System

REFERENCE NO.(As per Procurement Plan): 1

PROCUREMENT REFERENCE NO. MOALD/SDLD/KELCOP/REOI/01/2023-2024

DATE: 12th December 2023

The Government of Kenya(GoK) has received financing from the International Fund for Agricultural Development (IFAD) towards the cost of Kenya Livestock Commercialization Project(KeLCoP) and intends to apply part of the proceeds for the recruitment of consulting services.

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).

The consulting services ("the services") includes supply and disbursement of e-vouchers for the specified number of beneficiaries through an appropriate modality and ensure efficient management of all the processes involved in the delivery of the e-vouchers to the target beneficiaries including transaction management and reporting.

The State Department for Livestock Development through the Kenya Livestock Commercialization Project (KeLCoP) ("the client") now invites eligible consulting firms ("consultants") to indicate their interest in providing the services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Interested firms should fill the template for

expressions of interest and submit found at the www.kilimo.go.ke /www.tenders.go.ke/www.kelcop.or.ke and send it to the address indicated below.

The attention of interested consultants is drawn to IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy¹ and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations². The latter sets forth IFAD's provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.³

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 Purchaser's board of directors or its personnel, the 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 REOI,
 - (ii) the shortlisting or 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 Operations.

A consultant will be selected in accordance with the **Quality Based selection** method set out in IFAD' project procurement handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement.

The shortlisting criteria are:

- 1) legally licensed Financial institutions or firms to operate an e-voucher / e-commerce technology platform in Kenya*

¹ The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

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>.

- 2) *Experience in providing mobile inputs orders and banking transactions.*
- 3) *Experience in Agricultural Value Chains inputs transaction processing*
- 4) *Experience and capacity to deliver financial literacy training to small scale farmers with low literacy levels; business and financial management skills for entrepreneurs/ other value chain actors;*
- 5) *Has a nationwide coverage with a wide network of partners, agents and reliable fintech service in the project areas;*
- 6) *Must have a robust technological capacity to effectively and efficiently service the proposed number of beneficiaries with high degree of reliability and personal data security.*
- 7) *Must have a technical capability to deploy, update, monitor and manage the technology platform remotely and securely.*
- 8) *Have a package of savings and loan services that suit the profile of the KeLCoP participants*
- 9) *Experience in e-voucher and e-commerce interventions, administration and management of e-vouchers with flexibility in operations to accommodate the needs of the target beneficiaries especially in Kenya's agricultural sector;*
- 10) *Have dedicated staff (human resource) with educational background in agricultural related fields and conversant with smallholder agricultural sector; and competent ICT support staff to trouble shoot the e-voucher platform/system- Key staff CVs are not required at the shortlisting stage*

In addition, Bidders must submit copies of the following documents(**Mandatory Requirements**):

- a) *Valid Tax compliance certificate from Kenya Revenue Authority(KRA)*
- b) *Business Registration/Certificate of incorporation*
- c) *Valid and current Trade license/ Business permit from the County government*
- d) *PIN certificate*
- e) *Attach CR12 for limited companies, detailing the list of Directors and shareholding issued not less than six months ago.*
- f) *Attach Copies of the IDs of all the Directors listed in the CR12*

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

Any request for clarification on this REOI should be sent via e-mail to the address below no later than **19th December 2023**. The client will provide responses to all clarification requests by **27th December 2023**.

The Consultant shall chronologically serialize/paginate all pages of the Expressions of interest submitted.

Expressions of interest must be delivered in **written form/Hard copies only** using the forms provided for this purpose. EOIs shall be submitted to the address below no later than **4th January 2024 at 1100 hours**

Project Management Coordination unit ,
Kenya Livestock Commercialization Project (KeLCoP),
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FOR: PRINCIPAL SECRETARY