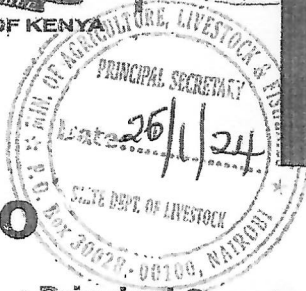


REPUBLIC OF KENYA



MINISTRY OF AGRICULTURE AND LIVESTOCK
DEVELOPMENT

State Department for Livestock Development

Livestock Policy Research & Regulations Directorate

Office of the Director

Memo

TO : Principal Secretary
FROM : Director
REF : MOALF/SDL/LPRRD/LMP/VOL.II/(102)
DATE : 4th July 2023

Approved:

S. Mueke, PS

31/07/2023

TERMS OF REFERENCE TO PROCURE A CONSULTANCY TO SUPPORT DATA ANALYSIS AND MANAGEMENT ON LIVESTOCK INFRASTRUCTURE & RESOURCES FOR THE 47 COUNTIES IN THE DEVELOPMENT OF THE LIVESTOCK MASTERPLAN

A) BACKGROUND, RATIONALE AND CONTEXT FOR UNDERTAKING THE ASSIGNMENT

The Ministry of Agriculture and Livestock Development, State Department for Livestock Development (SDLD) is in the process of developing a Livestock Master Plan (LMP) based on accurate livestock infrastructure and resources data. The LMP is intended to guide evidence based targeted investment in the Livestock Sector leading to increased contribution of the Sector to the national economy, food and nutrition security and improved livelihoods. The MP will be guided by the current constitutional dispensation based on devolution and anchored on the Kenya Vision 2030 commencing with the Medium Plan (MTP) IV (2022 -2027), the Agricultural Policy and the Agricultural Transformation and Growth Strategy (ASTGS). Within the Livestock Sector the LMP will be informed by the Livestock Policy and the Veterinary Policy.

Development of the LMP will accurate baseline data of the Livestock Sector and Sector analysis with the following specific objectives;

1. Create and maintain an institutional framework to guide development and implementation of the LMP and build the capacity of national and county livestock sector technical staff and policymakers to carry out evidence-based investment planning and provide valid information for targeted sector investments.
2. Establish, validate, and digitalize baseline data and status of the Livestock Sector resources in Kenya.

3. Undertake a Livestock Sector Analysis and model future scenarios to support the current and future interventions in the Livestock Sector.
4. Develop a long term (15-year) Livestock Sector Master Plan broken into 5-year milestones that considers all the three dimensions of sustainability: economic, social, and environmental, based on empirical evidence.
5. To develop investment action plans with commodity value chain "road maps", support promotion and advocacy efforts for uptake by the private sector investments, foreign direct investment, and other non-state actors which also direct implementation and investment by the national and county governments.

The SDLD needs to adequately analyse and manage the enormous baseline data that will be collected as part of the preparation of the LMP and therefore seeks the services of a consultant with experience in data management and analysis to backstop the Livestock Masterplan Secretariat undertake their tasks. The consultant will provide technical and logistical support for the analysis and management of the livestock resources and infrastructure data collected under the guidance of the State Department for Livestock and the National Technical Committee (NTC) on the LMP.

B) OBJECTIVES OF THE ASSIGNMENT

The overall objective of this assignment is to provide technical and logistical support in the analysis and management of livestock resources and infrastructure data collected. This will be done in conjunction with the SDLD staff, LMP Secretariat and NTC in order to generate useful information from the massive data collected on livestock infrastructure and resources in Kenya.

The Specific Tasks will include:

- i. Carrying out an initial assessment, methodology and analytic process for the data collected.
- ii. Propose for adoption the methodologies to be used in the data analysis and management.
- iii. Provide technical and logistical support to data analysis and management of the livestock infrastructure and resources data collection.
- iv. Provide regular feedback to the SDLD leadership on needs basis.
- v. Develop and submit for approval to the LMP National Technical Committee a workplan to guide the data analysis and management activities.
- vi. Support validation of the data collected at household and for collating and further analysis.
- vii. Carry out any other activity in support of the entire assignment as directed by the NTC.

C. SCOPE OF WORK

The consultant will offer technical and logistical support to the data collection and management to the LMP Secretariat with the National Technical Committee (NTC) supervising on behalf of the State Department for Livestock Development.

The consultant will support all other aspects of infrastructure and household data analysis and management. Representatives from SDL and our partners will be involved in all briefings and consultations with the consultant. The household baseline and infrastructure data analysis should take a maximum of 90 days spread over a period not exceeding 6 months, inclusive of report writing and presentation. The work is expected to start immediately when the Consultancy is awarded. The final report should be handed in by 30th November 2023.

1. Feedback Requirements

Since the assignment will focus on analysis and management data for the development of the LMP all the necessary information will be provided by the NTC.

The work progress will be monitored through provision of:

- Inception Report including work plans, budgets, deliverables.
- Draft Report on progress.
- Draft Final Report after signing off by the respective team leaders of the respective county data collection teams.
- Final Report acceptable to the NTC following successful household livestock resources data collection and clearing all liabilities associated with the exercise.

2. The coverage includes households in the following seven counties:

Data already collected from the field and submitted.

3. The Consultant will support data analysis and management on the Livestock Masterplan to:

- i. Analyze household information on the numbers and breeds of the various livestock types.
- ii. Analyze household information on the local existing hazards, disaster situations, on community coping capacities and vulnerabilities.
- iii. Analyze the losses of livestock attributable to drought.
- iv. Identify existing resource bases such as water sector: Availability, type, location, quantity, quality and management structure.
- v. Analyze information on Livestock health (modes of provision-who, how, where, when), Types of animals kept and their resilience to climate induced hazards and marketing systems at household levels.
- vi. Identify Livelihood's diversification- assess the potential of alternative livelihoods as disaster mitigation/climate change adaptation mechanism.
- vii. Support the analysis and management of any other relevant data and information for the Livestock Sector.

4. Perform any other duties assigned by the LMP NTC:

D. DELIVERABLES

1. Inception report/plan for supporting the livestock infrastructure and resources household baseline data analysis.

The inception report entails updated background information, clear methodology, processes, specific outcomes, and work plan providing technical and logistical support to the data analysis. It will be approved by the Directorate of Livestock Policy Research and Regulations on behalf of the NTC and will act as the agreement between parties for how support to the baseline data collection is to be conducted. The Inception Report should include:

- i. Overview of the Assignment
- ii. Details of the planned technical and logistical support
- iii. Roles and Responsibilities of the various actors
- iv. Understanding the Terms of Reference
- v. Methodologies of analyzing the various types of data
- vi. Reporting
- vii. Work Scheduling
- viii. Any other relevant information

2. Draft reports

- i. Update on the data analysis
- ii. Feedback on the progress of the Consultancy activities listed.
- iii. Report any challenges encountered in providing technical and logistical support in conducting data analysis.
- iv. Suitability of the data analysis and management methodologies and any proposed changes.
- v. Compliance with the work schedule.

3. Final Report on the Data Analysis

The report should be kept concise for everyone to read and understand and should contain the following main elements:

- i. Title page, table of contents, and list of terms,
- ii. Executive summary and recommendations
- iii. Assignment description
- iv. Overview of the Assignment
- v. Details of the logistical support provided.
- vi. Roles and Responsibilities of the various actors
- vii. Extent to which the Terms of Reference have been met.
- viii. Report on the quality of data and responsiveness to the intended use
- ix. Accuracy of the methodologies and the findings thereof
- x. Any other relevant information

- xi. Lessons sharing/dissemination document capturing key impact and learning and presented in a concise format.

D. PROFILE OF THE CONSULTANT

The assignment is open to reputable consultancy firms of at least five years' experience with knowledge and expertise in data collection, analysis, and management; participatory development methodologies; monitoring and evaluation processes; excellent communication, writing and analytical skills and knowledge of the subject area; data management, reporting and modern data analysis techniques; demonstrated experiences and skills in the livestock sector will be an added advantage. The firm should have the following experts for the team:

1. ICT Data analysis expert with post graduate training with experience of at least 10 years.
2. Livestock expert with a postgraduate degree and with at least 10 years relevant experience.
3. Any other expert with relevant experience.

Submitted for your consideration.



Dr Christopher Wanga, PhD, EBS
DIRECTOR