



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

**REQUEST FOR EXPRESSIONS OF INTEREST
(Consulting Firms)**

COUNTRY: Kenya

PROJECT: Kenya Livestock Commercialization Project (KeLCoP)

ASSIGNMENT TITLE: Consultancy Services to Conduct a Baseline Survey for KeLCoP

REFERENCE NO.(As per Procurement Plan): 2

**REQUEST FOR EXPRESSIONS OF INTEREST(REOI):
MOALFC/SDL/KELCOP/REOI/01/2021/2022**

Date: 17th August 2021

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 generation of baseline data that will help in assessing the situation at the start of the project, set bench marks/indicators to inform the M&E function of the project and form a platform for assessing the outcomes and impact of the project. The data generated by the study will help in reviewing the project log frame. The study will provide comprehensive information for planning and decision-making besides providing benchmarks against which Project interventions will be assessed and will be a reference point when organizing other surveys. The survey will concentrate on benchmarking those aspects in which KeLCoP is intended to make a difference, including household assets and incomes, economic activity, social capital and social exclusion. The survey will also produce baseline

figures for the logical framework indicators as well as additional indicators of the M&E framework.

The State Department for Livestock 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 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 and cost 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:

- a) General experience in conducting consultancy services

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>.

- b) Experience in conducting similar survey 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;
- c) Demonstrate experience in development Programmes' working in rural settings in the thematic areas of agriculture, trade and development, economic empowerment and social issues including gender-based social inclusion;
- d) Experience in using Statistical Modelling Tools such as SPSS, Stata, Power BI, Advanced Excel or other similar software for data analysis.
- e) Demonstrate capacity to conduct the surveys in Kenya or in the East Africa Region within a strictly specified time frame;

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 trading license/Business permit
- d) CR12 for limited companies, detailing the list of Directors and shareholding.

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 **5.00p.m, 24th August, 2021 East African Time**. The client will provide responses to all clarification requests by **5.00p.m, 26th August, 2021 East African Time**

Expressions of interest must be delivered in written form using the forms provided for this purpose. EOIs shall be submitted to the address below no later than **11.00 a.m, 31st August, 2021 East African Time**.

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FOR: PRINCIPAL SECRETARY, STATE DEPARTMENT FOR LIVESTOCK