



## STATE DEPARTMENT FOR AGRICULTURE

## MINISTRY OF AGRICULTURE AND LIVESTOCK DEVELOPMENT

## NATIONAL AGRICULTURAL VALUE CHAIN DEVELOPMENT PROJECT

### TERMS OF REFERENCE

For

### CONSULTING SERVICES FOR SUSTAINABLE LAND MANAGEMENT, CLIMATE CHANGE ADAPTATION AND BUILDING RESILIENT FARMING SYSTEM

Contract Reference No.: KE-MOALF-438180-CS-CQS

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Client:

State Department for Agriculture  
Ministry of Agriculture and Livestock Development  
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### 1 PROJECT BACKGROUND

The National Agricultural and Rural Inclusive Growth Project (NARIGP) is a Government of Kenya project funded by the World Bank, the National Government, County Governments and the participating communities. It is implemented by the Ministry of Agriculture and Livestock Development, State Department for Agriculture and executed by 21 participating counties. The participating Counties are under three agro-ecological/rainfall clusters and include: - Turkana and Samburu (Arid Areas); Makueni, Kitui, Embu, Meru, Kwale, Kilifi and Narok (Semi-Arid Areas); and Kirinyaga, Kiambu, Murang'a, Nakuru, Bungoma, Trans Nzoia, Nandi, Vihiga, Kisii, Migori, Nyamira and Homa Bay (Medium-to-High Rainfall Areas). The project contributes to the Kenya Vision 2030 objective to transform smallholder subsistence agriculture into an innovative, commercially oriented and modern sector through, among others, increasing productivity by developing and managing land and water resources, which are key factors of production. NARIGP has four (4) components that are interlinked but with distinct functions focusing on community development. These are

**Component 1-** Supporting Community-Driven Development- with the objective to strengthen the ability of community level institutions to identify and implement investments that improve their agricultural productivity, food security and nutritional status;

**Component 2-** Strengthening Producer Organizations and Value Chain Development – with the objective to build the capacity of Producer Organizations (PO) to support community level organizations (CIGs and VMGs) develop selected value chains; and

**Component 3-** Supporting County Community-Led Development - with the objective to strengthen the capacity of county governments to support community-led development initiatives identified in components 1 and 2.

**Component 4:** Project coordination and management – with the objective to support national and county-level project coordination and management activities, including the establishment and implementation of systems for M&E and MIS, an ICT-based Agricultural Information Platform, fiduciary human resources (HR) management, communication and citizen engagement, and environmental and social safeguards compliance

The four components support the achievement of the project development objective **to increase agricultural productivity and profitability of targeted rural communities in the project area.** Increased agricultural productivity and profitability of farming systems are to be achieved through the adoption of Technologies, Innovations and Management Practices (TIMPs) that include proven improved agricultural production technologies, appropriate agronomic and animal husbandry practices and sustainable land management (SLM) practices. SLM practices, which include soil and water conservation measures, water harvesting and management infrastructure, soil fertility management practices, and agroforestry, are climate change adaptation practices that enhance the resilience of farming systems to climate change and therefore resulting in sustainable production. Climate smart agriculture (CSA) production practices form an integral element of SLM and contribute to increasing productivity, enhancing resilience to climate change of farming systems to the vagaries of climate change, and reducing greenhouse gasses. The achievement of the PDO will be demonstrated by considering SLM/CSA investment support received by the direct project beneficiaries, yield increase for the selected priority value chains, and increased profitability resulting from the Project's SLM/CSA interventions.

The project outputs include among others things, direct beneficiaries who have adopted SLM TIMPs, increased land area under SLM practices and yield increase in the selected priority agricultural value chains.

NARIGP is involved in the implementation of SLM investments and climate change adaptation practices to contribute to building resilience of farming systems. SLM activities include farm and catchment level soil and water conservation and management investments. At the farm level, soil and water conservation investments include, among others; contour farm operations; correct crop population; drought resistant/resilient crop varieties and livestock breeds; agroforestry; conservation agriculture; terracing (*'fanya juu'*); cut off drains and retention ditches (*'fanya chini'*); and farm ponds. At the catchment/community level interventions include; pasture re-seeding; pasture conservation; tree planting; water pans and small earth dams; and small-scale irrigation schemes abstracting water from streams and rivers or water reservoirs. These investments are implemented at individual farm levels, Common Interest Groups (CIG), Farmer Producer Organizations (FPO) and at micro catchment levels.

### **Agricultural production systems in Kenya**

Agricultural production systems in Kenya include subsistence farming, livestock farming and mixed farming, which are often rain fed. The farming systems supporting the mentioned production systems can be classified into four (4) categories: -

- a) **Small scale farming** involving growing crops and rearing livestock in small pieces of land while applying modern farming technologies;
- b) **Large scale farming** involving growing of crops and rearing of livestock on large pieces of land and applying modern farming technologies;
- c) **Intensive farming** which involves commercial production of large quantities of crops and /or livestock on large farms;
- d) **Extensive farming** system which involves farming on large pieces of land using very little input.

## **2 Objective of the assignment**

The overall objective of the assignment is to determine the extent of adoption of SLM TIMPs and the resulting impact.

The specific objectives of the assignment are to: -

1. Identify and evaluate the suitability and sustainability of SLM TIMPs implemented by NARIGP and compare them with Kenyan best practices and selected relevant international literature;
2. Assess the impact of adopted SLM TIMPs at the individual farm and catchment/community levels, focusing on their contributions to increased productivity, climate change adaptation benefits and enhanced resilience to climate change;
3. Document success stories and best practices of four (4) most impactful implemented SLM TIMPs in relation to climate change adaptation and resilience in farming systems;
4. Make recommendations to accelerate the adoption of SLM TIMPs and investments, to maximizing adaptation and resilience benefits for farming systems in Kenya.

### **3.0 Scope of services and specific tasks of the Assignment**

#### **3.1 Scope of Services**

The assignment will cover 10 sampled counties that include one (1) county from the arid areas, four (4) counties from the semi-arid areas and five (5) counties from the medium to high rainfall areas and ensure balanced geographical representation. Additionally, the assignment will target SLM investments implemented at individual farm level by members of Common Interest Groups (CIGs) and sustainable land management/natural resource management (SLM/NRM) Multi-Community Investments (MCIs) and at the community level i.e. CIG and SLM/MCI. The assignment will assess the extent of the project-supported SLM interventions, their technical suitability as an adaptation response to climate change and variability, and the impacts of the interventions in relation to resilience of the farming systems.

#### **3.2 Specific Tasks of the Assignment**

The specific tasks for the assignment include the following: -

1. Prepare an Inception Report with a detailed methodology on how the assignment will be carried out including criteria to sample the 10 counties, 10 CIGs per county, two (2) SLM/NRM MCIs per county and one (1) value chain (VC) MCI to be engaged in executing the assignment;
2. Review NARIGP project documents that include Project Appraisal Document (PAD), Project Implementation Manual (PIM) and other project manuals, project reports and other relevant project documents/reports;
3. Develop tools for data collection on SLM for adaptation to climate change and building resilience of farming systems
4. Visit the 10 sampled counties and engage with project beneficiaries, project implementers, county government officials and other stakeholders involved in the implementation of the project and collect relevant data and information on SLM for adaptation to climate change and building resilience of farming systems;
5. Carry out an analysis of the data collected to assess and determine the suitability, sustainability and impact of adopted/implemented SLM TIMPs at individual farm and catchment/community levels, in relation to their contribution to increased productivity, climate change adaptation benefits and increased resilience to climate change
6. Prepare best practice case studies and success stories for four (4) most impactful SLM TIMPs in relation to adaptation and resilience to climate change in farming systems at individual and community levels as a result of NARIGP SLM interventions;
7. Prepare the draft final report;
8. Present the draft final report to the client for review and feedback;
9. Revise the report incorporating the client's input.
10. Present the final report to the client.

#### **4 Duration and Location of Assignment**

The duration of the consulting services shall be four (4) calendar months from the contract commencement date.

The location of the assignment will be in 10 sampled NARIGP project counties including one (1) county from the arid areas, four (4) counties from the semi-arid areas and five (5) counties from the medium to high rainfall areas but ensuring balanced geographical representation and at the NPCU in Nairobi. Concurrence

#### **5 Reporting requirements and timelines for deliverables**

The consulting firm shall report to the Permanent Secretary, State Department for Agriculture, Ministry of Agriculture and Livestock Development through the National Project Coordinator following the schedule in Table 1.

Table 1: Reporting Requirements and Timelines for Deliverables/outputs

<b>No.</b>	<b>Deliverable</b>	<b>Timeline for Submission after Contract Commencement (calendar weeks)</b>	<b>Format of Presentation of Reports</b>
1.	Inception Report.	2	3 hard copies and 1 soft copy
2.	Draft Final Report	14	3 hard copies and 1 soft copy
3.	Workshop Report	15	3 hard copies and 1 soft copy
4.	Final Report	16	3 hard copies and 1 soft copy

Draft and final reports shall be submitted in the subscribed format to the client at the following address:

State Department for Agriculture  
Ministry of Agriculture and Livestock Development  
P.O Box 30028-00100  
Nairobi , Kenya  
E-mail: [info@kilimo.go.ke](mailto:info@kilimo.go.ke)  
**Attention: NAVCDP National Coordinator**

#### **6 Payment Schedule**

The payment schedule will be based on satisfactory performance of the contract which will be negotiated with the successful consultant. This is presented in Table 2 .

Table 2: Proposed Payment Schedule

S/No.	Deliverables*	Timelines after Contract Commencement (in Weeks)	% of the Contract Amount
1.	Submission and Acceptance of Inception report	2	20%
2.	Draft Final Report	14	40%
3.	Final Report	16	40%

## 7 Minimum Requirements for Consultant's Qualifications and Experience

- a) **Core business and years in business:** The firm shall be registered/incorporated as a consulting firm in the field of agriculture and rural development or related fields for a period of at least eight (8) years.
- b) **Experience:** The firm shall demonstrate as having successfully executed and completed at least two (2) assignments similar in nature both in scope and complexity in a similar operating environment in the last eight (8) years. Details of the assignments (Name and address of the client, scope, value, and period) should be provided and submitted in the submitted expression of interest (EOI).
- c) **Technical and managerial capability of the firm:** The firm shall demonstrate as having the requisite technical capacity including relevant equipment, tools, software, etc. and managerial capacity to undertake the assignment in the submitted company profile(s).

## 8 Team Composition and Qualifications and Experience Requirements for the Key Experts

The consultants shall be qualified and experienced professionals as required and appropriate for completing the assignment. They should possess the necessary resources to undertake services of such nature, including equipment and software required to execute the assignment. The key professionals/experts shall personally carry out (with the assistance of other non-key experts and staff deemed appropriate) the services as described in this TOR.

Table 3: Team composition, qualification and experience

Expert Position	Academic qualification	Minimum General and Specific Experience
Team Leaders	A Master's Degree in agriculture, agriculture economics, agriculture engineering, or any agriculture field	The team leader shall demonstrate having successfully executed and completed at least two (2) assignments similar in nature both in scope and complexity in a similar operating environment in the last eight (8) years. Additionally, the team leader shall have wide experience of at least 10 years in the field of sustainable land management, climate change adaptation and

Expert Position	Academic qualification	Minimum General and Specific Experience
		resilience building in the Kenya agriculture farming systems and agriculture sector in general;
Climate change expert	A Bachelor's Degree in agriculture, agriculture economics, agriculture engineering, or any agriculture field and any post graduate course on climate change adaptation and resilience building	The climate change expert shall demonstrate having successfully executed and completed at least two (2) assignments similar in nature both in scope and complexity in a similar operating environment in the last eight (8) years. Additionally, the climate change expert shall have at least ten (10) years' experience in the field of climate change adaptation and resilience building in Kenya's farming systems and agriculture sector in general
Sustainable land management expert	A Bachelor's Degree in agriculture, agriculture economics, agriculture engineering, or any agriculture field	The sustainable land management expert shall demonstrate having successfully executed and completed at least two (2) assignments similar in nature both in scope and complexity in a similar operating environment in the last eight (8) years. Additionally, the sustainable land management expert shall have at least ten (10 years' experience in sustainable land management approaches and technologies in Kenya's farming systems and agriculture sector in general

## 9 Estimated Time Inputs for Key Experts

Table 4: Estimated time inputs

Key Experts	Estimated Input (staff- months)
Team leader	4
Climate change experts	4
Sustainable land management expert	4
Total	12

## 10. Management and Accountability of the Assignment

The client for the consulting services is the State Department for Agriculture. The client is represented by the Principal Secretary (PS). The PS has appointed the National Project Coordinator to manage and coordinate the project activities. The consultant will work under the supervision of the National Project Coordinator and will be expected to liaise regularly with the National County Capacity Building Coordinator and the National Community Development Coordinator in the course of delivering the assignment.

## **11 Obligations of the Client**

The client shall be responsible for;

- The day-to-day management of the contract including the processing of timely payments to the consultant;
- Providing a liaison officer who will maintain regular contact with the consultants on matters regarding the consultancy;
- Providing documents for information required by the consultant;
- Making arrangements and facilitate, where required by consultant, for consultant to meet stakeholders, beneficiaries and the client in the process of executing the assignment; and
- Timely provision of feedback on reports to ensure quality and timeliness of deliverables.

## **12 Obligations of the Consulting Firm**

The Firm shall be responsible for the costs of transport, accommodation, insurance, airtime, provision of soft and hard copies of reports, and any other expenditures related to executing the assignment that are not explicitly covered by the client. Additionally, the Firm shall undertake activities that will efficiently and effectively actualize timely achievement of quality deliverables of the consultancy. Finally, the Firm is expected to ensure the outputs are consistent with professional and legal requirements.

## **13 Property Rights of Client in Report and Records**

All data and information shared during the assignment by the client are to be treated confidentially and are only to be used in connection with the execution of this Terms of Reference. The MoALD, through NARIGP, shall be regarded as the substantive owner of the respective reports and shall hold copyright ownership where necessary thereof. All data and information obtained during the assignment from stakeholders, the MoALD, and the World Bank are to be treated with utmost confidentiality and used solely in connection with the execution of these Terms of Reference. All intellectual property rights that arise from the execution of these Terms of Reference are assigned to the MoALD. The consultant shall not disclose the content of written materials obtained or prepared during this assignment to any third parties without the expressed advance written authorization of the MoALD and shall not replicate or reproduce or use any information and data generated for/from this assignment without the consent of the owner. The content of written materials obtained or prepared in this assignment shall not be disclosed to any third parties without the expressed advance written authorization from the National Project Coordinator.