



## CALL FOR CONSULTANCY TO DEVELOP A JUDICIAL GUIDEBOOK IN KENYA

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### 1.0 Introduction

The Kenya Association of Manufacturers (KAM) was established in 1959 as a private sector body and has evolved into a dynamic, vibrant, credible, and respected business membership association that unites industrialists and offers a common voice for businesses.

KAM, therefore, seeks to engage a consultant to develop a **Judicial Guidebook in Kenya**. This is under its Sector Support Programme supported by GIZ Kenya, which seeks to promote good governance in selected public sectors.

### 2.0 Objective of the Consultancy

The objective of the consultancy is to develop a **Judicial Guidebook in Kenya on Anti-Corruption**. The Guidebook will seek to support the capacity development of judicial officers and judges handling these cases as well as practitioners. In addition, it will support a better understanding of the developing jurisprudence in Kenya on anti-corruption, to support relevant policy and legislative interventions on the same. This is especially necessary due to the impact of corruption in Kenya's society, that has affected economic growth and resulted to injustices.

### 3.0 Scope of work

The scope of work will cover the following areas:

- 1) Conduct desk research of the current legal and regulatory framework on anti-corruption and good governance in Kenya, regionally and internationally, as well as identify gaps that will guide the contents of the Guidebook.
- 2) Convene virtual regional forums which include, focus group meetings to discuss and enhance the content and findings of the desk research and validation meetings on the draft Guidebook.
- 3) Editing and publishing of the final Guidebook.

### 4.0 Expected outputs

The following are the expected outputs:

1. An Inception Report detailing understanding of the work, the appropriate methods to be used to develop the Guidebook, and a suitable Work Plan – to be prepared after the inception meeting with KAM and the Public-Private Technical Committee.

2. Desk review of the current legal and regulatory framework on anti-corruption and good governance in Kenya that will guide the contents of the Guidebook.
3. Facilitation and presentation at virtual stakeholders' validation forums to review the results of the desk research and the contents of the Guidebook.
4. A draft Guidebook is developed.
5. Regional validation forums of the draft Guidebook.
6. Editing, Publishing, and Launch of the final Judicial Guidebook on Anti-corruption.

## 5.0 Timeframe and implementation schedule

The consultant will work under the overall supervision of the Kenya Association of Manufacturers. The consultancy is to be performed for **Thirty-five working (35) days, starting in the month of June 2022.**

The proposed timeline excludes the time gap between relevant meetings between the consultant and stakeholders; as well as the time that may be required for KAM to review the output for approval purposes.

<b>Task</b>	<b>No of Days</b>	<b>Deliverables</b>
Desk review of the current legal and regulatory framework on anti-corruption and good governance in Kenya that will guide on the contents of the Guidebook.	21	Draft Desk review report with the proposed table of contents to be included in the Guidebook.
Facilitation and presentation at virtual stakeholders' validation forums to review the results of the desk research and the contents of the Guidebook.	5	Draft table of contents and summary of contents of the Judicial Guidebook on Anti-Corruption.
Facilitation and presentation of the draft Guidebook to Technical core team meetings.	5	2 <sup>nd</sup> Draft Judicial Guidebook on Anti-Corruption
Submit a final Judicial Guidebook on Anti-Corruption.	4	Final Judicial Guidebook on Anti-Corruption.
<b>Total number of months</b>	<b>35 days</b>	

## 6.0 Qualifications of the Consultant

The consultant (Individual or Firm) must have extensive experience in governance, public policy, and research as well as a clear understanding of the Kenyan context.

### Educational Qualifications of Individual/ Lead consultant (s) in the case of a Firm

1. Have a Bachelor's Degree in law, humanities, governance, or related social science field.
2. Be a holder of a Master's qualification in law, public policy, governance, or related social science field. A PhD would be an added advantage.

## **Professional Experience of Individual/ Lead consultant (s) in the case of a Firm**

- Minimum of 10 years' experience in law, governance, or related social science field. PhD will be an added advantage.
- Experience working with the Judiciary, or similar organizations in Kenya or within the African region.
- Demonstrable experience in working with the various arms of Governments related to the subject matter of integrity and anti-corruption.
- Experience in research and development of case reviews in Kenya and global experience.
- Ability to engage with a cross-section of stakeholders in the public and private sectors.
- In-depth knowledge and understanding of the Kenyan Judiciary and ethics.
- Have excellent writing and research skills.
- Excellent communication skills as well as the ability to communicate fluently in English (spoken and written).
- Proven ability to work under pressure and meet deadlines.
- Have proven track record, knowledge, and experience in sustainability, business, and sustainable governance in Kenya, regional or global context.
- Have excellent communication and project delivery skills.

### **7.0 Application for consultancy**

Interested consultants or entities are requested to submit technical and financial proposals to [procurement@kam.co.ke](mailto:procurement@kam.co.ke) by **31<sup>st</sup> May 2022** stating, **"KAM JUDICIAL GUIDEBOOK"**.

#### **1. Technical proposal**

- i. Description of the firm and the firm's qualifications
- ii. Copy of Company Certificate of Incorporation
- iii. Tax Compliance Certificate (Valid)
- iv. Statutory KRA PIN and VAT Certificate copies
- v. Brief description of Understanding of the requirements for services, including assumptions
- vi. Proposed approach and methodology
- vii. Proposed team structure
- viii. Proposed project team members
- ix. Executive brief of relevant similar projects undertaken in the past two (2) years

#### **2. Financial proposal**

- i. A summary of the price
- ii. The period of its validity

#### **3. Curriculum Vitae and two recommendations** (For a firm should contain CVs for all Consultants involved in the Consultancy)

**KAM Physical address:** KAM Procurement  
Kenya Association of Manufacturers  
KAM House  
Mwanzi Road, Opposite Westgate Mall  
P.O Box 30225 -00100  
Nairobi

### **8.0 Payment terms (provisions)**

Kenya Association of Manufactures policy is to pay for contractual services based on the performance of contractual services rendered.

### **9.0 Evaluation of proposals**

A two-stage procedure will be utilized in evaluating the proposals, with an evaluation of the Technical component being completed prior to any price component. Scores will be awarded for the technical proposal.

The price component proposal will be opened only for those firms/ institutions whose technical component meets the requirements for the assignment, as indicated by a score of more than 70%.

*Please note only successful candidates will be contacted.*