



## **CALL FOR CONSULTANCY TO DEVELOP COUNTY MONITORING FRAMEWORK AND PETITIONS**

### **1. Background**

#### **a) Kenya Association of Manufacturers**

The Kenya Association of Manufacturers is the representative organization for manufacturing Value-add Industries in Kenya. Established in 1959 as a private sector body, KAM has evolved into a dynamic, vibrant, credible and respected business association that unites industrialists and offers a common voice for businesses. KAM provides an essential link for co-operation, dialogue and understanding with the Government by representing the views and concerns of its members to the relevant authorities. In pursuit of its core mandate of policy advocacy, KAM promotes trade and investment, upholds standards, encourages the formulation, enactment and administration of sound policies that facilitate a competitive business environment and reduce the cost of doing business.

Kenya Association of Manufacturers with the funding of GIZ-Kenya is implementing a project aimed at *enhancing private sectors participation in public accountability to strengthening market access.*

#### **b) County Petitions**

Sections 15 and 88 of County Government Act states that citizens have a right to petition the County Assembly to consider any matter within its authority including enacting, amending or repealing any of its legislation. The public may petition on issues affecting a group of people, through village committees, ward, sub-County and county committees. A county government should indicate the manner and form in which a petition may be done. Information that the petition may include is:

- a. Be addressed to the County Executive Committee or the County Assembly.
- b. Have its subject-matter indicated on every sheet if it consists of more than one sheet;
- c. Confirm that efforts have been made to have the matter addressed by the relevant body and that there has been no response on the matter from the relevant body or that the response has not been satisfactory;
- d. Confirm that the issues in respect of which the petition is made are not pending before any court or other constitutional or legal body;
- e. Conclude with a clear, proper and respectful request, reciting the definite object of the petitioner or petitioners in regard to the matter to which it relates;
- f. Contain the names, addresses, identification numbers, signature or a thumb impression of the petitioner or of every petitioner, where there is more than one petitioner; and

g. Contain only signatures or thumb impressions, as the case may be, and addresses and identification numbers written directly onto the petition and not pasted thereon or otherwise transferred to it. The county government should indicate to the petitioner the period and manner the petition will be replied to.

This also means that the county should keep a register of petitions that should be made available for public scrutiny.

## **2. The consultancy**

This consultancy involves support to the development of County Petitions to support County Business Membership Coalitions and CSO engagements targeted at County Executives and County Assemblies in Kisumu, Vihiga, Elgeyo Marakwet, Uasin Gishu and Makueni.

## **3. Scope of Work**

The development of the County petitions will be based on engagement with Business Coalitions in of *Kisumu, Vihiga, Uasin Gishu, Elgeyo Marakwet and Makueni*. The monitoring framework should identify and pinpoint the issues that the business community wants addressed in relation to AGPO and its overall effectiveness and the implementation of Buy Kenya Build Kenya initiative.

Further recommendations on a desk research on assessment of the public procurement process in enhancing markets for goods and services for women, youth, and persons with disability at the national level and select Counties will be evaluated.

The aim of the petitions is to evaluate the successes and possible areas of reform and further the identified need of the County Business coalitions.

## **4. Proposed Activities**

1. Identify, develop a list and profiles of key potential business membership organizations, nongovernmental groups, Government agencies at the County level, Government agencies with mandates in procurement within the Identified counties.
2. Conduct a review of the County petitions approach at national level and select counties;
3. Support the County Engagements workshop through:
  - Facilitating discussions
  - Teasing out the participants expectations
  - Seeking out for feedback to inform the public procurement assessment report and county petitions monitoring framework.
4. In collaboration with KAM and the rapporteur moderate the County Business Coalitions report content which will include:
  - Members present.
  - The concept of the workshop

- Deliberations of the workshop which should cover the business environment, Corruption challenges & Main Stakeholders in the sector.
  - Proposed County petitions template and monitoring framework.
5. Output of the Workshop
- A workshop reports.
  - A proposed county petitions template and monitoring framework

## **5. The scope**

KAM through its regional offices will establish contact with County Business Membership Coalitions to engage County officials to discuss good governance in the County levels to enhance trade within the Counties on matters of reducing corruption and ensuring procurement processes are transparent and accountable affording an opportunity to all business.

The lead consultant will specifically support engagement of County Business Membership Coalitions and CSO meetings targeted at County Executives and County Assemblies in Kisumu, Vihiga , Elgeyo Marakwet, Uasin Gishu and Makueni and further development of County Petitions and a monitoring framework,

## **6. Timeframe**

The assignment in the counties will be done in 13 days using a two phased approach with the first phase in the month of March 2023 and second phase after conclusion of the study on procurement in around May, 2023.

The 13 workdays includes a 1 day brief preparatory session, a remote meeting with KAM (maximum 1 hour); 10 days for the county workshops; and 2 days for development of the County Petitions template and Monitoring Framework including sharing the draft and finalization of the report with comments from KAM.

## **7. Expected output.**

Provide technical assistance to KAM in supporting County Business Coalitions and County Governments engagement forums and development of County Monitoring Framework and County Petitions.

## **8. Qualifications of Consultant**

1. The consultant should hold a Degree in Policy , Economic, Project Management, Sustainability, Public Relations or Communications.
2. At least 10 years experience in policy development , governance and project management.
3. At least 5 years experience in the devolution space and working with the Counties in Kenya.

4. The successful candidate must have good analytical, organisational and communication skills that will enable them research and compile issues affecting counties, identify and mobilise stakeholders and get them to commit to attend the meetings.
5. Previous experience working with donor funded projects especially GIZ is desirable.
6. Excellent facilitation skills.

#### **7. Application documents**

Qualified and interested individual(s) are asked to submit the following:

- i. Expression of interest that highlights an understanding of ToR, qualifications and experience and the task to be accomplished;
- ii. Consultant's profile (CV)
- iii. Reference of at least two publications developed.
- iv. A daily rate quote clearly capturing the activities rate for implementing this project.

#### **9. Application for consultancy**

Interested consultants are requested to submit an expression of interest outlining how they would undertake the assignment and a quotation to [procurement@kam.co.ke](mailto:procurement@kam.co.ke) by 2nd March 2023 stating, "KAM COUNTY PETITIONS CONSULTANCY".

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

*Please note only successful candidates will be contacted.*