



## **CALL FOR CONSULTANCY TO CONDUCT ASSESSMENT OF INDUSTRY MSMEs TO DELIVER WORK BASED LEARNING**

### **1. 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 has implemented a TVET program since 2017 to link industry to skilled technical labour.

In 2020, KAM partnered with the International Labour Organisation to implement the PROSPECTS project. Kenya hosts about 540,433 refugees and asylum seekers with at least 84% of these living in Dadaab (Garissa county) and Kakuma and Kalobeyei Settlement Area in Turkana county. These two counties are largely arid with its inhabitants being majorly pastoralists. The Partnership to Improve Prospects for Forcibly Displaced Persons and Host Communities (PROSPECTS) in Kenya seeks to build resilience through protection, learning and earning initiatives anchored on sustainable socio-economic transformation for job creation.

This will include training of 140 refugees and host community youth and linking these trainees to industry for work-based learning (industry exposure for a 3-month period as part of learning to enable them gain skills to transition to formal and/or self employment).

*In this regard, KAM seeks to engage a Consultant (firm) to:*

- Conduct an assessment of 150 micro, small and medium enterprises in Garissa, Turkana and select MSMEs in neighbouring counties to identify their capacity to provide work-based learning for welding trainees and retain these trainees after the three month work based learning.

### **2. Objective of the Consultancy**

The objective of the consultancy is to conduct an assessment of SMEs within select counties to identify opportunities for work based learning.

The assessment will also identify gaps in the industries that inhibit taking trainees for work based learning (such as policies, health and safety compliance etc) and opportunities for growth and onboarding of manufacturing related SMEs.

### 3. Scope of work

The scope of work will cover the following areas:

1. Conduct assessment of 150 SMEs to identify opportunities for work based learning for welding trainees. This will be done in Turkana and Garissa counties and select neighbouring counties upon engagement with KAM. Proposed neighbouring counties are Isiolo, Tana River, Lamu and Kilifi neighbouring Garissa & Samburu, Laikipia, Nakuru neighboring Turkana).
2. Develop a detailed report outlining industries assessed, opportunities and gaps. This report will provide learning for KAM to identify policy gaps within the industry that require additional technical support, and opportunities to transition manufacturing related SMEs to KAM membership.

### 4. 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 research, and a suitable Work Plan – to be prepared after the inception meeting with KAM and a technical stakeholder committee.
2. Field survey and desktop research for the assessment.
3. A draft report developed and reviewed.
4. A final report for KAM follow up action.

### 5. 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 Fifteen (15) days starting in the month of May 2023 to June 2023.

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

<b>Task/Milestones</b>	<b>No of Days</b>	<b>Deliverables</b>
Inception meeting and submission of an Inception Report	2 days	Inception Report
Field work and desktop research running simultaneously across both counties (Garissa & Turkana)	11 days	Field data and draft 1 of the assessment report.
Draft report and presentation, incorporation of feedback by KAM and ILO	1 days	Facilitation and Presentation (power point)

Submit a final report and presentation	1	Final report presented together with raw data collected
<b>Total number of days</b>	<b>15 Ays</b>	

## 6. Qualifications of the Consultant

The consultant (Individual or Firm) must have extensive experience in Research, Business specifically the SME value chain.

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

- i. Have a bachelor's degree in economics, engineering, law, humanities, public policy or related social science field.
- ii. Be a holder of a master's qualification. A PhD would be an added advantage. 3. Professional Experience of Individual/ Lead consultant (s) in the case of a Firm 4. Minimum of 10 years' experience in economics or related social science field.
- iii. Experience related to assessments, MSMEs value chain. Manufacturing sector experience will be an added advantage.
- iv. Experience in research and development related to the subject matter of this study or related areas in Kenya and globally.
- v. Ability to engage with a cross-section of stakeholders in the public and private sector.
- vi. Have excellent writing and research skills.
- vii. Excellent communication skills as well as the ability to communicate fluently in English and Swahili. (Spoken and written). Ability to speak local languages for the two counties is a plus.
- viii. Proven ability to work under pressure and meet deadlines.

## 8. Application for Consultancy

Interested consultants or entities are requested to submit soft and hard copy technical and financial proposals to [procurement@kam.co.ke](mailto:procurement@kam.co.ke) by **8<sup>th</sup> May 2023 stating, "ASSESSMENT OF INDUSTRY MSMEs TO DELIVER WORK BASED LEARNING"**.

### A: Technical proposal

1. Description of the firm and the firm's qualifications.
2. Copy of Company Certificate of incorporation.
3. Tax Compliance Certificate (Valid).

4. Statutory KRA PIN and VAT certificate copies.
5. Brief description of Understanding of the requirements for service, including assumptions.
6. Proposed approach and methodology.
6. Proposed team structure.
7. Proposed project team members.
8. Executive brief of relevant similar projects undertaken in the past two (2) years.

**NB**

**Kindly note, consultants that will not provide all the required documentation above will not proceed to the evaluation stage.**

**B: Financial proposal**

1. A summary of the price
2. The period of its validity

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

**D: KAM Physical address:**

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

**E: Payment terms (provisions)**

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

**F: Validation 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.*