



STATE DEPARTMENT FOR DEVOLUTION

REQUEST FOR EXPRESSION OF INTEREST (CONSULTING SERVICES- FIRM SELECTION)

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| Country | : Kenya |
| Name of Project | : Second Kenya Devolution Support Program KDSP-II |
| Credit No | : IDA-7447-KE |
| Project ID No | : P180935 |
| Assignment Title | : Consulting Services- Consulting Services to Develop Institutional Risk Management Framework |
| Reference No | : KE-SDD-547911-CS-CQS |

1. The Government of Kenya (GoK) has received funding from the World Bank towards the cost of **Second Kenya Devolution Support Program KDSP-II**, and intends to apply part of the proceeds toward payments under the contract for consulting services.
2. The primary objective of this consultancy is to develop framework to enhance the MDAs and Counties ability to identify, assess, manage, and mitigate risks across all levels of operation, ensuring the achievement of strategic objectives and compliance with regulatory requirements. Specifically, this assignment aims to
 - To establish a structured approach to risk management that aligns with the organization's strategic goals.
 - To identify and categorize risks across various domains, including operational, financial, strategic, compliance, and reputational risks.
 - To develop risk assessment methodologies and tools that facilitate proactive risk identification and mitigation.
 - To define roles and responsibilities for risk management at all organizational levels.
 - To ensure compliance with relevant legal, regulatory, and industry standards.
 - To promote a risk-aware culture through training and communication strategies.
3. The consulting services contract is expected to be for a period of six (6) calendar months from the date of commencement.
4. The terms of reference are available on The Public Procurement Information Portal <https://tenders.go.ke>, and the State Department for Devolution Website <https://www.devolution.go.ke>
5. The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" Procurement Regulations revised September 2023, 5th edition, setting forth the World Bank's policy on conflict of interest.
6. The State Department for Devolution now invites eligible consultants (Firms) to submit Expressions of interest for consideration. Interested consultants must provide information demonstrating that they have the required qualifications and relevant experience to provide the services. The short listing criteria are;
 - a. **Core business and years in business** The firm shall be registered/incorporated as a

consulting firm in the field of public finance management for a period of a minimum of eight years.

- b. **Relevant experience:** The firm shall demonstrate as having successfully executed and completed at least three assignments of similar nature, complexity and in a similar operating environment- public sector in the last five years. Details of similar assignments- Name and address of the client, scope, value, and period should be provided, and the submitted Proposal should include an enumeration (Contract or LPO) of these similar past assignments.
 - c. **Description of Approach, Methodology, And Work Plan:** A description of the approach, methodology and work plan in responding to the terms of reference for performing the assignment, including a detailed description of the proposed methodology and staffing for the assignment. Technical Approach and Methodology, Work Plan,
 - i. Organization and Staffing; Provide organization structure, team composition and CV and
 - ii. certificates of the Key personnel.
 - d. **Technical and managerial capability of the firm:** The firm shall demonstrate as having the requisite technical capacity and managerial capacity to undertake the assignment in the submitted company profile(s). **Key Experts will not be evaluated at the shortlisting stage**
7. A firm will be selected in accordance with the Consultant Qualification Selection method/ procedures set out in the World Bank's Procurement Regulations for IPF Borrowers.
 8. Interested Consultants may obtain further information at the address below from 0900 to 1700 East African Time (EAT) Monday through Friday, excluding lunch hour (1300 to 1400 EAT) and public holidays.
 9. Interested Consultants should submit their Expression of Interest, in a written form to the address below clearly marked: **Consulting Services- Consulting Services to Develop Institutional Risk Management Framework** Reference No. **KE-SDD-547911-CS-CQS** and addressed (in person, or mail, or by e-mail) to;

The Principal Secretary,
State Department for Devolution
P.O. Box 30004 - 00100 Nairobi.
Attention: Program Coordinator KDSP II

Address for obtaining further information
State Department for Devolution
Head Supply Chain Management Services
5th Floor Teleposta Towers - Kenyatta Avenue Nairobi, Kenya.

10. The expression of interest shall be delivered using one of the following modalities;
 1. Deposit in the Tender Box located on 5th Floor Teleposta Towers - Kenyatta Avenue Nairobi, Kenya.
 2. Send via email to; *kdsp2procurement@devolution.go.ke*

11. Deadline for submission of Expression of Interest is **Wednesday 20th May 2026** at **1100** hours East African time.

Note: Late submissions will not be accepted.

NATIONAL PROGRAM COORDINATOR (KDSP II)
FOR: PRINCIPAL SECRETARY/ STATE DEPARTMENT FOR DEVOLUTION