REPUBLIC OF KENYA

STATE DEPARTMENT FOR DEVOLUTION

REQUEST FOR EXPRESSION OF INTEREST

INDIVIDUAL CONSULTANT SELECTION

Country :	Kenya
Name of Project :	Second Kenya Devolution Support Program KDSP-II
Credit No:	IDA-7447-KE
Project ID No :	P180935
Assignment Title:	Individual Consultant to Design a Model for County Assembly Fiscal Bureau and Development of a Framework and Guidelines on County Fiscal Bureaus the Organizational Structures and Staff Establishment
Reference No:	KE-SDD-552272-CS-INDV

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. The Program has three key result areas;

   (i) **Sustainable Financing and Expenditure Management.** This KRA supports efforts towards enhancing financing to, and expenditure management by counties.
   (ii) **Intergovernmental Coordination, Institutional Performance, and Human Resource Management.** This KRA supports national and county government initiatives towards strengthening intergovernmental coordination, institutional performance, and Human Resource Management (HRM), and
   (iii) **Oversight, Participation, and Accountability. KRA 3 will support improvements in oversight, participation, and accountability.** The IPF component will support the development of guidelines on project stocktaking, community-led project management committees, and climate change risk screening and preparedness **(including assessment of the climate resilience of existing infrastructure assets)**.

   Specific Disbursement Linked Indicators (DLIs) have been developed to monitor results for each of the three result areas.

2. The overall objective of the consultancy is to design a model for the County Assembly Fiscal Bureau and develop a framework and guidelines to institutionalize the Budget Process at the County level through a proposed organizational structure and staff establishment for the County Budget Offices.

3. 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 of September 2023, setting forth the World Bank's policy on conflict of interest.

4. The State Department for Devolution now invites eligible individual consultants 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 selection criteria will be as indicated in the TORs.

5. A consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers.

6. Interested Individual Consultants may obtain further information at the address below from 0900 to 1700 hours East African Time (EAT) from Monday to Friday excluding lunch hour (1300 to 1400hours EAT) and public holidays.

7. 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**.

8. Interested Individual Consultants should submit their expression of interest, which must be delivered in a written form and must be accompanied with copies CVs and copies of relevant documents and testimonials/recommendations **(copies of Academic and Professional Qualifications and Registration/Licensing Certificates)** in plain sealed envelope clearly marked: **Individual Consultant to Design a Model for County Assembly Fiscal Bureau and Development of a Framework and Guidelines on County Fiscal Bureaus the Organizational Structures and Staff Establishment.**

   Reference No. KE-SDD-552272-CS-INDV and addressed **(in person, or by e-mail)** to;

   The Principal Secretary,
   State Department for Devolution
   P.O. Box 30004 - 00100 Nairobi.
   Attention: Program Coordinator KDSPII
   E-mail: secondkdsp@gmail.com

9. 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; **secondkdsp@gmail.com**

10. Deadline for submission of Expression of Interest is **Tuesday 12th November 2026, at 1100 hours East African time**.

Note: Late submissions will not be accepted.

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

KENYA VISION 2030