MINISTRY OF LANDS, PUBLIC WORKS, HOUSING AND URBAN DEVELOPMENT

STATE DEPARTMENT FOR HOUSING AND URBAN DEVELOPMENT

REQUEST FOR EXPRESSION OF INTEREST

Consulting Services – Firm Selection

COUNTRY:	The Republic of Kenya
PROJECT TITLE:	Second Kenya Urban Support Program (KUSP II)
PROJECT ID:	P177048
CREDIT NO.:	7349-KE; 7350-KE; IDA Grant Number E208-KE
ASSIGNMENT TITLE:	Consulting Services for Technical Assistance in the Customization of Human Resources Instruments in Seventy-Nine (79) Cities/Municipalities in Kenya
CONTRACT NO.:	KE-MOTI-573514-CS-QCBS

1. The Government of Kenya has received financing from the World Bank (the Bank) towards the cost of the **Second Kenya Urban Support Program (KUSP II)** and intends to apply part of the proceeds for consulting services.

2. The aim of the consulting services ("the Services") is to enable Cities/Municipalities operationalize the HR Instruments developed to achieve optimal workforce performance. The Consulting Services is expected to be for a period of eight (8) calendar months from the date of contract commencement.

3. The detailed Terms of Reference (TOR's) for the assignment can be found at the following websites – www.housingandurban.go.ke and www.kusp.go.ke or can be obtained at the address given below;

4. The State Department for Housing and Urban Development (the Client) in the Ministry of Lands, Public Works, Housing and Urban Development – now invites eligible Consulting firms ("Consultants") to indicate their interest in providing the Services; Interested Consultants should provide information demonstrating that they have the required qualifications and experience to perform the services **(attach evidence).** The shortlisting criteria are:

   a) **Core business and years in business:** The firm shall be registered/incorporated as a consulting firm with core business in the field of Human Resource Management and Training for a period of a minimum of ten (10) calendar years.

   b) **Must have relevant experience:** The firm shall demonstrate having successfully executed and completed at least three (3) assignments of similar nature, scope, and complexity in the last ten (10) years.
   Details of similar assignments—including the name and address of the client, scope of services, contract value, implementation period, and key outputs/deliverables—should be provided in the submitted Expression of Interest (EOI), together with a clear description of the relevance of the assignments to the scope of this consultancy. It must demonstrate experience in training, job evaluation, organization development, public policy development, performance management, recruitment, and offering HR support to organizations.

   c) **Technical and managerial capability of the firm:** The firm shall demonstrate as having the requisite technical and managerial capacity to undertake the assignment in the submitted company profile(s). **Key Experts will not be evaluated at the shortlisting stage**.

5. The attention of Consultants' is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" First Published July 2016 and Revised Fourth Edition November 2020 (**Procurement Regulations"),** setting forth the World Bank's policy on conflict of interest.

6. The Consulting firm will be selected in accordance with the Consultant's Quality and Cost Based Selection (QCBS) Method set out in the Procurement Regulations.

7. Further information can be obtained at the address given below from 0900hrs to 1700hrs East African Time (EAT) from Monday to Friday excluding lunch hour (1300hrs-1400hrs) and public holidays.

8. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a Joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

9. Expression of interest should be delivered by **Wednesday 2nd December 2026 at 1030hrs** EAT using one of the following modalities:

   a) Deposit in the Tender Box located on 6th Floor, Ardhi House in Nairobi, Kenya;
   b) Send via email to; kusp2proc@housingandurban.go.ke .

10. Expressions of Interest must be delivered in written form to either the tender box located at located on 6th Floor, Ardhi House in Nairobi, Kenya or e-mail: kusp2proc@housingandurban.go.ke and clearly marked with the Assignment Title and Contract Number as indicated above and addressed to:

Address:
Principal Secretary
State Department for Housing and Urban Development
Ardhi House, 6th Floor
Ngong Road
P.O. Box 30119-00100
Nairobi, Kenya