



MINISTRY OF LABOUR & SOCIAL PROTECTION

State Department for Social Protection and Senior Citizen Affairs (SDSP&SCA)

REQUEST FOR EXPRESSION OF INTEREST (REOI)

CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION

Country	Kenya
Project	Kenya Social Economic Inclusion Project
Loan No. /Credit No	IDA-63480
Assignment Title	Recruitment of a payments specialist for the Consolidated Cash Transfer Programme (CCTP) Consultancy
Reference No	KE-NSPS- 439370-CS-INDV

The Government of Kenya has received financing from the World Bank towards the cost of the Kenya Social Economic Inclusion Project-KSEIP and intends to apply part of the proceeds for consulting services.

The consulting services (*“the Services”*) include support and strengthen the financial management function within the DSA in accordance with international best practice principles. Key functions will include working closely with the Accounts, Finance and Internal Audit departments in SDSP&SCA to ensure the financial management functions of the Programme are in line with the development partner’s agreements and GoK procedures. In addition, the consultant is expected to work closely with the Payment Service Providers (PSPs) to ensure timely payments to the beneficiaries and reconciliation among other assignments for a period of 4 months after signing the contract.

The detailed Terms of Reference (TOR) for the assignment can be found at the website:
www.socialprotection.go.ke

The Ministry of Labour and Social Protection through State Department for Social Protection & Senior Citizens Affairs now invites eligible individual consultant (*“Consultants”*) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The short listing criteria are as follows: -

A qualified financial expert with either a degree in Finance/Accounting, or CPA (K), ACCA, CIMA; coupled with hands-on experience in banking, payments and social assistance programme environment. The Consultant must also have thorough knowledge of overall Social Protection and financial management for at least 4 to 6 years at senior managerial position in a reputable organization or Government of Kenya; demonstrate to have served for not less than 5 years in reputable International Organizations, Government(s), or projects/programmes funded by donors and cash transfer programme(s). In addition, the Consultant should be able to display: Strong financial management skills; Excellent people management and communication skills and a trainer at corporate level; Strong communication and presentation skills; Strong knowledge of donor financial compliance and governance requirements; Impeccable integrity and diligence; Ability to work in a multi-cultural environment; Working knowledge procedures of Government and Donors (World Bank, DFID, UNICEF) – a must; Understand accounting software – a must; and Practical experience of working as a financial Management consultant within the public sector / Government in African transitional countries among others as detailed in the ToR.

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 Fifth Edition of September 2023 setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants Selection method set out in the World Bank’s Procurement Regulations for IPF Borrowers Fifth Edition of September 2023.

Further information can be obtained at the address below during office hours 0800hrs to 1700hrs.

Eligible consultants to submit their Expression of Interest accompanied with detailed CVs and copies of relevant documents and testimonials must be delivered in a sealed envelope clearly marked with contract reference number and title of the consultancy to the address below in person or by mail and dropped in the tender box located at NSSF Building, Eastern Wing, Block A, 14th Floor Marked State Department for Social Protection and Senior Citizen Affairs or by e-mail on or by **13th August, 2024 at 1100hrs East African Time.**

The address (es) referred to above is:

**The Principal Secretary,
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