



STATE DEPARTMENT FOR DEVOLUTION

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

Assignment Title : **Consulting Services- Individual Consultant to undertake Midterm Review and Development of the 2023-2027 Strategic Plan for the State Department for Devolution**

Reference No : **ODP/SDD/CS-001/2025-2026**

1. The State Department for Devolution intends to Review and develop the 2023-2027 Strategic Plan.
2. The primary objective of this consultancy is to undertake Midterm Review and Development of the 2023-2027 Strategic Plan. Specifically, this assignment aims to
 - Assess implementation performance by identifying key challenges, bottlenecks, and enablers affecting achievement of outputs and outcomes, and propose practical mitigation measures.
 - Review and refine strategic objectives, programmes, and interventions based on implementation experience, lessons learned, and emerging policy and contextual changes.
 - Strengthen stakeholder ownership and alignment through structured engagement of internal staff, agencies, county governments, and other key stakeholders.
 - Ensure alignment and coherence of the revised Strategic Plan with national development frameworks, including MTP IV, BETA, Vision 2030, the SDGs, and relevant sector strategies.
 - Reinforce institutional accountability and performance management by sensitizing staff on the revised Strategic Plan, clarified roles, and updated performance targets.
3. The consulting services contract is expected to be for a period of 60 days 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 State Department for Devolution now invites eligible individual consultant to submit Expressions of interest for consideration. Interested consultant must provide information demonstrating that they have the required qualifications and relevant experience to provide the services. The short listing criteria are;
 - a. **Have at least a master's degree in economic planning, project management, business administration, public policy and development studies**
 - b. **At least ten years of progressive professional experience in strategic planning and management**

- c. Prior working experience on issues of decentralization/devolution will be an added advantage**
- d. Evidence of at least five (3) similar assignments in the last 5 years**
- e. Demonstrated experience in working with government partners and other stakeholders in public sector development programs especially in capacity development.**

6. An individual will be selected in accordance with the Consultant Qualification Selection method/ procedures set out in the Public Procurement and Asset Disposal Act (2015) and Public Procurement and Asset Disposal Regulations (2020).

7. 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.

8. Interested Consultants should submit their Expression of Interest, in a written form to the address below clearly marked: **Consulting Services- Individual Consultant** to undertake Midterm Review and Development of the 2023-2027 Strategic Plan Reference No. **ODP/\$DD/CS-001/2025-2026** 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.

9. The expression of interest shall be delivered in the form of BOTH a hardcopy and a softcopy to the following address;

1. Deposit in the Tender Box located on 5th Floor Teleposta Towers - Kenyatta Avenue Nairobi, Kenya and a softcopy sent via e-mail to devolutionprocurement@gmail.com

10. Deadline for submission of Expression of Interest is **Wednesday 20th May 2025** at **1100** hours East African time.

Note: Late submissions will not be accepted.

HEAD OF PROCUREMENT
FOR: PRINCIPAL SECRETARY/ STATE DEPARTMENT FOR DEVOLUTION