REQUEST FOR PROPOSAL (RFP) FOR DEVELOPMENT OF KENYA NATIONAL POPULATION HEALTH AND ENVIRONMENT (PHE) STRATEGIC PLAN TECHNICAL CONSULTANCY

Background

BUILD is a five-year project funded by USAID and led by AFIDEP in partnership with LEAD SEA, PFPI, FHI 360, and PACIA. It aims to leverage the interconnectedness of Population, Health, Environment, and Development (PHED) to promote voluntary family planning and reproductive health in low- and middle-income countries.

The project is implemented in Kenya, Malawi, Cote d’Ivoire, and the Philippines. One of the project’s interventions is to work with in-country partners to strengthen PHED communities of practice to advance national policy and program action. BUILD has been partnering with, the Kenya National Council for Population and Development (NCPD), which coordinates population and development issues in Kenya on behalf of the government of Kenya. NCPD is the host of the Kenya National PHE Network, a community of practice that brings state and non-state actors to advocate for PHED integration in Kenya.

Since the adoption and implementation of the PHE integrated approach/model in Kenya in 2007, there have been remarkable efforts toward improvement in environmental conservation and protection and the quality of life of the communities living in the project areas in Nakuru, Homa Bay, Trans-Nzoia, Lamu and Kilifi counties though the integrated PHE approach. The implementation of the PHE integrated approach in Kenya has been guided by the Kenya PHE Strategic Plan 2018-2022. The Strategic Plan was a domestication of the East African Community Lake Victoria Basin Commission Secretariat Integrated PHE Strategy (2016-2021) developed to guide the implementation of PHE Projects by the member states within the Lake Victoria Basin.

The implementation of the Kenya PHE Strategic Plan 2018-2022 lapsed in June 2023, which has necessitated the need to develop a new Strategic Plan to guide the implementation of the PHE Programme in Kenya in the next five years in line with the fourth Medium Term Plan (MTPIV 2024-2029) of Kenya’s Vision 2030.

The primary purpose of this consultancy is to develop the Kenya National PHE Integration Strategic Plan (2024-2029). This plan will incorporate emerging issues related to PHE, address challenges identified in the previous PHE Plan, integrate measures to mitigate and adapt to the effects of climate change on Kenya’s development initiatives, determine indicators and baseline data for PHE programming at national and county levels, and provide strategies for strengthening interdisciplinary collaboration, coordination, and partnerships for PHE programming at all levels.
Scope of work

The expected outcome of the consultancy will include:

1. Lead and facilitate the activities for the preparation of the Strategic Plan in accordance with the agreed-upon guidelines.
2. Develop and submit the inception report outlining clear and achievable plans and strategies, key milestones, defined deliverables, strategies, primary data collection tools, and timelines to undertake the strategic plan.
3. Conduct stakeholder consultation and desk research on relevant policies pertinent to PHED, previous PHE plans, programs, and strategies, and collect primary data from key stakeholders including key government bodies, member organizations, youth-led organizations, women groups, and others. Compile and analyze data related to PHE programming.
4. Conduct a thorough assessment of the current state of Population Health Environment and Development, including key indicators, trends, and emerging issues, and ensure youth and gender perspectives are included.
5. Conduct a SWOT (Strengths, Weaknesses, Opportunities, Threats) and PESTEL (Political, economic, technological, environmental, and legal) analysis to identify internal and external factors that may impact the PHE landscape.
6. Conduct a needs assessment of the network, which shall include a review of the existing structure, financial strategy, membership base, and sustainability.
7. Develop a roadmap for implementation of the Strategic Plan, outlining short-term and long-term priorities on programming as well as human and financial resource needs.
8. Design a robust monitoring and evaluation framework to track the progress of the strategic plan by identifying key performance indicators (KPIs) and establishing benchmarks for success, as well as developing a plan for knowledge transfer and skill development.
9. Draft and share the PHED Strategic Plan report with key stakeholders to solicit feedback enrich the document and facilitate consultations and dialogue processes with various stakeholders (notably the National PHE Technical Working Group, National PHE Network, the National Steering Committee, National Youth-Led institutions, and National Women) for input, incorporating perspectives and information.
10. Facilitate a national validation workshop/meeting to endorse the refined Strategic Plan and develop dissemination materials for the strategic plan, such as PowerPoint presentations and briefs.
11. Prepare a comprehensive report documenting the process, methodologies, findings, and the final strategic plan, and provide recommendations for ongoing review and updates to the plan.
12. Submit the final strategic plan and a monitoring and evaluation framework to the BUILD project and NCPD.

Expected deliverables and outputs

1. An inception report detailing the approach/methodology of how the assignment will be delivered.
2. Tools to gather primary data and reports of various stakeholder engagement meetings.
3. Draft a Strategic Plan report including a monitoring and evaluation framework.
4. Knowledge transfer and skill development Plan
5. Validation workshop report including PowerPoint presentations and briefs for the validation workshop
6. Final PHE Strategic Plan document
7. Final report documenting the entire process, methodologies used, findings, and the final strategic plan.

**Required expertise, qualifications, and competencies**

The consultancy is open to fully registered and audited firms or entities or individual consultants, and the lead consultant should meet the following qualifications:

1. The consultant will be based in Nairobi and required to attend meetings for data collection, national stakeholder consultations/dialogue, and the validation process.
2. An advanced degree or equivalent in Demography, Population Studies, Development Studies, Geography, Environmental Sciences, or Population Health.
3. Subject matter expertise in public health and environmental issues, with a deep understanding of the intersections between population dynamics, health outcomes, environmental sustainability, and climate change.
4. Proven experience and a track record as a consultancy, including successful completion of strategic planning projects in the population, health, and environmental sectors.
5. Up-to-date knowledge of best practices in public health, environmental management, and strategic planning within the context of population dynamics.
6. Demonstrated ability to work within budget constraints and effectively manage resources.
7. Strong communication skills, including the ability to present complex information clearly and accessibly.

**Roles and Responsibilities**

The following will be expected from BUILD/ AFIDEP, and the National Council for Population and Development (NCPD).

**BUILD**

The role of BUILD includes

1. Identify the consultant or the consultancy firm in collaboration with NCPD to undertake the assignment.
2. Funding this assignment/activity
3. Regularly follow up on the status of strategic plan development and ensure that it is delivered on time and as per the required quality.
4. Provide technical support in reviewing draft documents, tools, and validation workshop materials.

**NCPD**

The role of NCPD includes,
1. Identifying stakeholders and relevant documents as needed
2. Organize meetings between the Consultant and various stakeholders where necessary.
3. Share relevant documents to review guidelines for the development of the Strategic Plan at various stages.
4. Receive and approve the deliverables at various stages.
5. Supervise the consultant.
6. Serve as a link between the Consultant and the National PHE Network, technical working groups (TWG), NGOs, CSOs, and Networks

How to Apply

Interested consultant/s are invited to submit a cover letter expressing their interest in the consultancy and a Technical Proposal and a Financial Proposal, which should include summarizing the qualifications and experience of the lead consultant and any team members. The financial proposal should be submitted in Kenya Shillings and should be inclusive of all taxes. Please note, that the Consultant will cater for transport and other costs incurred within Nairobi. AFIDEP will only cater for transport and other costs for assignments issued outside Nairobi County as and when required.

Interested consultants must submit their proposal clearly stated in the subject line as “KENYA NATIONAL POPULATION HEALTH AND ENVIRONMENT (PHE) STRATEGIC PLAN” by email to procurement@afidep.org by 4 PM CAT / 5 PM EAT on May 31st, 2024.

Or submitted to:

The Procurement Committee
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