



*Empowered lives  
Resilient nations*

## PROCUREMENT NOTICE

Date: 29 April 2020

**Country: Kenya**

**DESCRIPTION OF THE ASSIGNMENT: NATIONAL INDIVIDUAL CONSULTANT - SENIOR DISASTER RISK REDUCTION AND RESILIENCE ADVISOR.**

**Period of assignment/services: 4 Months**

Firms are not eligible for this consultancy assignment. Open to national individual consultants only.

### **1. BACKGROUND**

Kenya is facing the consequences of the climate crisis through unpredictable weather patterns, more frequent and severe droughts, and more intense and erratic rainfall leading to frequent floods. This is particularly affecting pastoralist and farmer communities in the Arid and Semi-Arid Lands (ASAL) regions, home to the country's poorest and most vulnerable populations whose resilience is increasingly being depleted and requiring regular humanitarian assistance. There were between 1.5 to 3 million people in IPC 3 and 4 levels of food insecurity who required humanitarian assistance during the 2016-2019 period.

As a lower middle-income country with generally favorable social and economic development, the Government leads disaster preparedness and response. While Kenya has a Disaster Risk Management Policy in place, a Disaster Risk Management Bill is not in place to operationalize the legal aspects of the policy. The proposed unified disaster risk management agency is thus not operationalized. The National Drought Management Authority (NDMA) which was established in 2013 and mandated to establish mechanisms which ensure that drought does not result in emergencies and that the impacts of climate change are sufficiently mitigated guides drought risk management and response at the national level and supports disaster committees in the 23 arid and semi-arid counties. The National Disaster Operations Center (NDOC) was established under a presidential decree in 1998 to coordinate disaster management and response.

The Ending Drought Emergency framework is the main policy framework guiding drought risk management and resilience building.

The framework has six pillars including: sustainable livelihoods (co-chaired by Ministry of Agriculture and Livestock and Fisheries and FAO and which works on promoting sustainable livelihoods to mitigate the impact of shocks); Drought risk management (co-chaired by the Ministry of Devolution and Planning and WFP and which works to promote resilience through early action and better preparedness to predicted crises) and; Human capacity (co-chaired by the Ministry of Education, Science and Technology and UNICEF and which works on developing the resources and capabilities for an integrated provision of basic social services including health, nutrition, wash and education)

Despite the above foundation and some progress in recent years in Kenya's capacity to provide timely and effective disaster preparedness and response, the response to humanitarian crises over the past few years has exposed significant gaps, including capacity and resources, and given institutional arrangements as a result of the devolution process which has split accountability between county and national level structures without clear policy and trigger mechanisms.

Attempts by the Intergovernmental Relations Technical Committee (IGRTC) to facilitate consultative processes to analyse the role of each level of government and assign them accordingly as well as analyze the attendant resources have also not been conclusive.

The country's increasingly high debt burden; and security risks associated with violent extremism and terrorism; have further complicated the disaster risk management landscape. In addition, given Kenya's official designation as a lower-middle income country, humanitarian donors are increasingly reluctant to provide significant funding to Kenya, particularly given the rapidly increasing humanitarian needs in more fragile contexts globally.

The 2017 Organisational Capacity Assessment of the Kenya National Drought Management Authority (NDMA) recommended that NDMA to "create clear and comprehensive framework for coordination and stakeholder engagement that describes how NDMA supports the implementation of drought management with other authorities".

#### **Objective:**

Dedicated support to Government structures to strengthen national disaster risk management and response capabilities to improve resilience and disaster mitigation and ensure timely and effective humanitarian response in times of crisis.

## **2. EXPECTED DELIVERABLES**

Mapping of disaster preparedness and response structures
Institutionalizing risk analysis, response and contingency planning tools in national structures
Develop SoPs on mechanisms to trigger disaster response at the county and national levels
Develop an advocacy roadmap for legalizing Disaster Management Policy
Develop a roadmap for effective budgeting, financing and monitoring/accounting of disaster management
Help ToRs for the different disaster mechanisms in the country

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### Education

- Advanced university degree (Master's degree or equivalent degree) in disaster risk management, social science, public administration, international studies, rural development, and management or a discipline relevant to disaster risk management related field is required.  
A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

#### Experience

- A minimum of ten (10) years of progressively responsible experience in disaster risk management, humanitarian affairs, emergency preparedness, crisis/emergency relief management, rehabilitation, development, or other related area is required.
- Experience in disaster risk management in Kenya is desirable.
- Experience in the UN Common System or other comparable international organization is desirable.

#### Language

Fluency in English is required. Knowledge of another UN official language is an advantage.

### 4. TECHNICAL EVALUATION CRITERIA (Minimum 70 points)

- Advanced university degree (Master's degree or equivalent degree) in disaster risk management, social science, public administration, international studies, rural development, and management or a discipline relevant to disaster risk management related field is required. 20% (20 points)
- A minimum of ten (10) years of progressively responsible experience in disaster risk management, humanitarian affairs, emergency preparedness, crisis/emergency relief management, rehabilitation, development, or other related area is required 50% (50 points)
- Experience in disaster risk management in Kenya is desirable 25% (25 points)
- Experience in the UN Common System or other comparable international organization is desirable 5% (5 points)

### 5. FINANCIAL PROPOSAL

Applicants are instructed to submit their financial proposals in KSH using the financial proposal template provided (Offerors letter to UNDP).

The financial proposal should be all-inclusive and include a breakdown. The term 'all-inclusive' implies that all costs (professional fees, travel related expenses, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor are already factored into the financial proposal.

## 6. EVALUATION

### Cumulative analysis

*The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:*

*a) responsive/compliant/acceptable, and*

*b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

*\* Technical Criteria weight; [70%]*

*\* Financial Criteria weight; [30%]*

Only candidates obtaining a minimum of 70% of the total technical evaluation will be considered for the Financial Evaluation.

## 7. APPLICATION PROCESS

Interested and qualified candidates should submit their applications which should include the following:

1. Detailed Curriculum Vitae
2. Proposal for implementing the assignment – template provided
3. Offerors letter to UNDP – template provided

Note: The successful applicant will be required to complete a UNDP Personal History Form (P11) form prior to contracting.

**Applications must be received through the UNDP e Tendering Portal on or before Thursday, 07 May 2020 by 11: 59 P.M (GMT+3.00)**

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Incomplete applications will be disqualified automatically.

**All applications should be submitted through the UNDP eTendering portal.**

Bidders who wish to submit an offer must be registered in the system. Visit this page for system user guides and videos in different languages: <https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/>

If already registered, go to <https://etendering.partneragencies.org> and sign in using your username and password. Use "Forgotten password" link if you do not remember your password. Do not create a new profile.

If you have never registered in the system before, you can register by visiting the above link, sign in with username below, and follow the instructions in the user guide:

- Username: event.guest
- Password: why2change

If you are interested to participate in this Tender, it is strongly recommended that you log in and subscribe to the Tender using "Accept Invitation" feature so you can keep updated with Tender amendments including deadline. Note that in case of inconsistencies between information in eTendering system and other premises, information in eTendering system prevails.

Email submission of applications will not be accepted. Queries about the position can be directed to [undp.kenya.procurement@undp.org](mailto:undp.kenya.procurement@undp.org)