# SPECIFIC PROCUREMENT NOTICE

## REQUEST FOR EXPRESSION OF INTEREST (EOI) (CONSULTANCY SERVICES)

## THE KENYA RURAL TRANSFORMATION CENTERS DIGITAL PLATFORM (KRTCDP)

## PROCUREMENT AUDIT FOR KRTCDP
## TENDER NO: CUK/KRTCDP/01/2024-2025

**Sector: Agriculture, ICT**
**Grant Agreement Reference: 5700155003405**
**Project ID No: P-KE-AA0-022**

1. This request for expression of interest follows the General Procurement Notice for this project that appeared in African Development Bank (AfDB) website on 3rd December 2021.
2. The Co-operative University of Kenya received a grant financing from the Fund for African Private Sector Assistance (FAPA) through the African Development Bank toward the cost of the Kenya Rural Transformation Centers Digitized Platform (KRTCDP) Project and intends to apply part of the agreed amount for this grant to payments under the contract for **Consultancy Services for Procurement Audit**.

3. The services shall include:
   i) Verifying the Compliance of the procurement process, tendering and the evaluation with the provisions of the Financial Agreement, procurement plans, the provisions of the public procurement law and regulations.
   ii) Verifying conformity of technical quality and compliance of services performed by the consultants in accordance with the contract's conditions.
   iii) Assessing risks regarding the respect of the principles of procurement, control, competences and the management capacity of the Project implementation team staff, and more generally those related to the national system.
4. Timeline for undertaking the assignment will be four (4) weeks.
5. The Co-operative University of Kenya (CUK), being the implementing agency of the Government of the Republic of Kenya now invites eligible **Individual Consultants** to indicate their interests in providing the above services. Interested consultants provide detailed Curriculum Vitae (CV) indicating that they are qualified to perform the services **(CVs should include demonstration of experience in conducting similar assignments, possession of appropriate skills and qualifications)**.
   The Individual Consultant's experience and qualifications should meet, at a minimum, the following criteria:
   - At least a Masters degree in either Procurement and Supply Chain Management Accounting, Auditing or related field. (Professional qualifications in procurement will be an added advantage);
   - A minimum of ten (10) years of direct relevant professional experience in procurement audit and contract management.
   - At least 5 years' experience in donor funded procurement and project procurement auditing (Those with experience conducting procurement audits of AfDB financed projects will have an added advantage).
   - Be familiar with African Development Bank procurement guidelines, policies and regulations.
   - Be computer literate and with English report writing and communications skills.

6. Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's **"Procurement Policy for Bank Group Funded Operations - October 2015"**, which is available on the Bank's website at **http://www.afdb.org**.

Consultants will be evaluated on the basis of the following criteria:

| SNo. | Evaluation Criteria | Remarks |
|---|---|---|
| 1 | General Qualifications (general education and training) | 30 points |
| 2 | Adequacy for the Assignment (Experience in programme formulation, monitoring, evaluation and learning, working with international development institutions) | 50 points |
| 3 | Relevant experience in the region | 10 points |
| 4 | Participation by Kenyan nationals | 10 points |

Only Individual Consultants scoring a mark of **75 points** or more will be considered for the assignment.

7. Expressions of interest must be delivered in **hard copy** and clearly marked with the assignment title & Tender No and deposited in the Tender box at The Co-operative University of Kenya, Main Campus, Administration Block A, Ushirika Rd, Karen, Nairobi, addressed to the:

   **The Project Manager, KRTCDP**
   **The Co-operative University of Kenya (CUK)**
   **Ushirika Road, Karen, Nairobi**
   **P.O. Box 24814-00502, Tel: +254 724 311 606**

   so as to be received on or before **16th December 2024 at 1400 hrs. local time**. Late Expressions of Interests shall be rejected. . Expressions of Interest shall thereafter be opened in public on 16th December 2024 at 1400 hrs. Local Time in the presence of the applicants' designated representatives and anyone who chooses to attend at the address below.

   **The Co-operative University of Kenya (CUK)**
   **Main Campus, Vice Chancellor's Boardroom, Administration Block B**
   **Ushirika Road, Karen, Nairobi**

8. Interested Consultants may obtain further information at the address given below during office hours (weekdays from 0800 hrs. to 1700 hrs. local time, excluding public holidays).

   **Attention:** The Project Manager, KRTCDP
   **Telephone:** +254 724 311 606, +254 20 2430120
   **Email addresses:** krtcdp@cuk.ac.ke cc: procurement@cuk.ac.ke

9. Interested Consultants are required to continually check the Co-operative University of Kenya website via the following link: https://www.cuk.ac.ke/krtcdp-project/ for any additional information or clarifications that may arise before submission date.