



REPUBLIC OF KENYA



MINISTRY OF ENVIRONMENT, CLIMATE CHANGE AND FORESTRY

STATE DEPARTMENT FOR FORESTRY

Kenya Watershed Services Improvement Project (KEWASIP)

Credit Number: 7830- KE

Project ID : P509738

**Terms of Reference
for**

CONSULTING SERVICES FOR BASELINE ASSESSMENT, INSTITUTIONAL CAPACITY NEEDS ASSESSMENT, PRIORITIZATION OF HYDROSHEDS AND SELECTED GAZETTED FORESTS, AND DEVELOPMENT OF INTEGRATED WATERSHED MANAGEMENT PLANS IN FIVE PROJECT SITES

(FIRMS SELECTION)

PROCUREMENT/CONTRACT REF NO.: KE-MECCF-SDF-541954-CS-QCBS

17th MARCH, 2026

Client:

State Department for Forestry

Kenya Watershed Services Improvement Project (KEWASIP)

Attn; National Project Coordination Unit

P.O. Box 30126-00100, Nairobi

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1. INTRODUCTION

1.1 PROJECT BACKGROUND

The Government of Kenya (GoK), through the State Department for Forestry (SDF) with support from the World Bank, is implementing the Kenya Watershed Services Improvement Project (KEWASIP), whose overall objective is to expand the area under sustainable land and watershed management and to improve livelihoods of communities in the project areas

Country:	KENYA
Full Project Name:	Kenya Watershed Services Improvement Project (KEWASIP)
Total Finance (\$):	USD 200,000,000
Project Number:	P509738

The KEWASIP is anchored on the National Landscape and Ecosystem Restoration Strategy (NLERS), targeting to restore and conserve 10.6 million ha of degraded landscapes and ecosystems by 2032 through the 15 billion trees growing initiative. The strategy lays out a national program to restore, sustain, enhance, protect, and increase the productivity of Kenya's landscapes and ecosystem services. These results, in turn, are expected to enhance biodiversity conservation, environmental sustainability, sustainable livelihoods, climate resilience, and socioeconomic development.

The project targets to be implemented in five watersheds namely **Marmanet, Marsabit, Nyambene, Chyulu** and **Shimba** spread across 12 counties of Kenya (**Kitui, Garissa, Marsabit, Meru, Tharaka Nithi, Makeni, Samburu, Baringo, Laikipia, Isiolo, Tana River and Kwale**).

The project will have the following three components:

Component 1: Roots of Resilience: Policy, Legal, and Regulatory Framework

Component 2: Green Horizons: Sustainable Landscape and Watershed Management

Component 3: Project Management, Training & Capacity Building

1.2 STRATEGIC CONTEXT

Kenya's natural resources are central to the employment, food security, and energy of its 54 million people. They support over 80 percent of livelihoods, contribute to 42 percent of GDP, and nearly 70 percent of jobs. Agriculture, which employs 48 percent of workers, is highly climate-sensitive, with limited labor shift to other sectors while wildlife tourism, essential for 10 percent of GDP and 11 percent of formal jobs, faces pressure as landscape fragmentation from agricultural expansion and urbanization drives wildlife population decline.

Over the past decade, Kenya's substantial economic growth has faced challenges particularly debt, climate change, and degradation of natural resources that threaten its economic and social development opportunities. Climate variability resulting in frequent droughts and floods has increased vulnerability, reduced agricultural growth, increased rural poverty, and highlighted risks associated with rainfall-dependent livelihoods and external credit reliance.

In addition, land degradation driven by a combination of deforestation, overgrazing, soil erosion, poor agricultural practices, and population pressure has resulted in declining agricultural productivity, loss of biodiversity, loss of livelihoods, and drives conflict (particularly over grazing land). This high level of land degradation specifically, of water catchment areas (referred to as water towers in Kenya) has reduced water retention of upper catchments, exacerbating the effects of both droughts and floods, and reducing the availability of water for agricultural, industrial, and domestic uses. Rapid urbanization, infrastructure development, and pollution add to the complexity, necessitating a watershed approach to address the challenges across county borders and integrated solutions for sustainable land management.

The Government of Kenya (GoK) has demonstrated a strong commitment to environmental sustainability and conservation, climate resilience, and climate change mitigation, as reflected in its policy frameworks and international commitments. This has built an enabling environment for the development of national strategies like the **National Climate Change Action Plan (NCCAP III) 2023-2027** for achieving low-carbon,

climate-resilient development by emphasizing the importance of restoring degraded landscapes and improving watershed services as key climate adaptation and mitigation strategies. The **National Water Master Plan 2030 (NWMP)** also sets out strategies for watershed management and rehabilitation to ensure water security for the country's growing population and economy. An updated **Nationally Determined Contributions (NDC)** committed Kenya to reduce greenhouse gas (GHG) emissions by 32 percent by 2030. It also seeks to restore degraded landscapes and improve watershed management, which aligns with its broader goals of achieving sustainable development and enhancing climate resilience.

The **National Landscape and Ecosystem Restoration Programme Strategy 2023-2032 (NLERS)**, through the Kenya Watershed Services Improvement Project (KEWASIP) will respond to the critical need to restore degraded landscapes, strengthen the management of Kenya's natural resources, and enhance ecosystem services to improve climate resilience and provide access to diversified livelihoods in Kenya.

The Project's design reflects the importance of the participatory process in the planning and managing of natural resources. Many communities, especially those in ASAL regions, have traditional knowledge and practices that can contribute to effective natural resource management. KEWASIP aims to empower communities through capacity-building initiatives and access to diversified livelihoods to incentivize landscape restoration and sustain landscape management practices.

2. OBJECTIVES OF THE ASSIGNMENT

The main objective of the consultancy is to undertake a baseline assessment and institutional capacity needs assessment for the development of integrated watershed management plans in the targeted five watersheds project sites namely **Marmaret, Marsabit, Nyambene, Chyulu** and **Shimba** spread across 12 counties of Kenya (**Kitui, Garissa, Marsabit, Meru, Tharaka Nithi, Makeni, Samburu, Baringo, Laikipia, Isiolo, Tana River and Kwale**):

SPECIFIC OBJECTIVES

The baseline assessment is an initial assessment of the project sites that will provide preliminary information on the condition or status of the different ecosystems within the project sites and provide a guide to monitoring and evaluation of project activities through the identification of indicators that can be measured to assess impact of implemented project activities throughout the project period. The baseline assessment will map the stakeholders and existing institutions within the 5 project sites. An institutional capacity needs assessment will be undertaken to provide a clear picture of an institution's capacity gaps in terms of strengths, weaknesses and available assets and identify opportunities for project investments. Capacity needs assessment will determine preparedness of participating institutions and entities in the implementation of outlined interventions within the project sites.

Following the baseline and institutional capacity needs assessment, the data collected will guide the development of the Integrated Watershed Management Plans which will provide planning designs and strategic models for implementation of KEWASIP project objectives. The plans for the targeted watersheds will crosscut the targeted counties, and will leverage the National Landscape and Ecosystem Restoration Strategy (NLERS) and existing ecosystem-based plans like Participatory Forest Management Plans (PFMPs), Sub-Catchment Management Plans (SCMPs), Wetlands Management Plans (WMPs) and Conservancies Management Plans; as well as respective County Integrated Development Plans (CIDPs). These integrated watershed management plans will guide County level planning. This consultancy will be undertaken by a single consulting firm.

The Integrated Watershed Management plans will be developed following sub-activities including:

Primary tasks:

1. Baseline assessment (Collection of socio-economic and biophysical data).
2. Stakeholder mapping and engagement and undertaking an institutional capacity needs assessment.

Secondary tasks

1. Use of geospatial tools and technologies to prioritize hydrosheds within the 5 project sites for implementation of project activities.
2. Prioritization of selected gazetted forests

The terms of reference and scope of services shall include but not limited to the following;

1. Undertake a baseline assessment of the 5 project sites:

- a) ***Collection of Biophysical indicators*** for monitoring watershed health in the multiple ecosystems, including water parameters, forests, rangelands, agricultural land, wetlands, rivers, and mangroves, and a recommended monitoring plan. Data to be collected includes:
 - i. Land Use Cover Land (LULC) changes of the 5 project sites:
 - Land Cover Change Assessment: To establish historical land cover and land use change dynamics within the project area from 1990 to the current year, with a 10-year interval (i.e., 1990, 2000, 2010, 2020, and current year from a satellite imagery with a spatial resolution of at least 3 m, quantifying the extent and nature of changes (e.g., deforestation, afforestation, agricultural expansion).
 - Validation of classified land cover maps (current year) through ground truthing and field validation.
 - ii. Land degradation mapping of the 5 project sites:
 - Land Degradation Assessment: To assess the baseline extent, severity, and types of land degradation (e.g., soil erosion, reduced vegetation cover, desertification, salinization) across the project intervention sites.

- Validation of land degradation maps through ground truthing.
- iii. Drivers Analysis: To identify and document the primary direct and indirect drivers of land degradation and deforestation in the project area, as well as prevailing land use practices.
- iv. Mapping of invasive species by type and area including Prosopis, Opuntia, Lantana and any additional invasive plant species that may have not been previously documented to occur in the 5 project sites.
- v. Hydrological Mapping and Assessment: To map critical water catchment areas and flow mapping of rivers and streams.
- vi. Wetlands health assessment within the project area: Geographical extent/mapping, quality (including pollution sources and type and, uses and threats like encroachment, degradation and invasive species).
- vii. Mapping of biodiversity hotspots of the 5 project sites, including:
 - Biodiversity Hotspot Mapping: To identify and map key biodiversity hotspots, including areas of high species richness (flora and fauna) and critical habitats
 - Identification of threatened/rare/endangered flora/fauna,
 - Identification of Endemic species by type
 - Mapping of wildlife corridors within the watershed and identification of threats
 - Cases of and responses to human-wildlife conflict
 - Mapping of wetlands buffers and riverine riparian areas for restoration
- viii. Forest resources
 - Identification of priority/suitable tree species for rehabilitation
 - Resource use patterns: Forest products harvested (wood and non-wood) by community by type and uses

- Status and capacity of KFS tree nurseries in forest stations of all project forest blocks
 - Forest fire detection systems available, fire incidences and causes
 - Private sector green investment presence, by institution and type and opportunities.
- ix. Water resources
- Household/community access to water sources, uses and challenges.
 - Existence of water storage structures in rangeland/wildlife corridors/community land
- x. Rangelands management
- Existing legislation on land use plans/grazing plans or regulations/bylaws.
 - Existence of reseeded programs (area in ha) and potential for upscaling (mapped out areas and relevant partners)
 - Existence of conservancies and their role in rangeland management
 - Existing community participation in rangeland management and opportunities for investment
- xi. PES Schemes
- Existence and status of PES schemes such as water funds/carbon credits within the watersheds
 - Challenges of existing PES schemes
 - Opportunities and recommendations.
- xii. Existing /potential threats to all ecosystems within the 5 watersheds
- xiii. Existing coping mechanisms to climate change risks
- xiv. Potential recommendations for watershed restoration

b) Collection of Socio-economic data including:

- i. Demographic characteristics (Population data) of locations in the hydrosheds within the 5 project watersheds,
- ii. Energy:
 - Sources accessed by households by type.
 - Challenges to access of the energy sources
 - Renewable energy alternatives adopted by type
- iii. Types of livelihood activities/NBEs/IGA undertaken by the communities within the watersheds
- iv. Land ownership and tenure types and patterns within the watershed.
- v. Levels of knowledge, attitudes and practices regarding interaction with natural resources.
- vi. Capacity gaps and needs on restoration best practices within the watersheds
- vii. Type/ level of community involvement in watershed management planning and implementation.
- viii. Existing community tree nursery, challenges and potential opportunities
- ix. Agriculture/Agroforestry activities within the 5 watersheds:
 - Crops by type (food and cash crops)
 - Livestock by type
 - Agroforestry trees by type
 - Existence of agroforestry value chains by type, agroforestry opportunities
 - Private sector involvement in agroforestry value chains
- x. Cultural perspectives:
 - Culturally significant areas by existence and type
 - Cultural practices that threaten watersheds
 - Traditional knowledge integration into SLM/restoration practices
- xi. Gender/Youth perspectives

- Existence or share of women/youth led SLM/restoration/NBE activities within the watershed, challenges and opportunities
 - Gender disaggregated participation in data collection: % of women and % men involved in surveys and assessments
- xii. Identification of Natural resources conflict hotspots: Frequency and type of conflicts over land/water and forests
- xiii. Environmental and social risks and management in line with the World Bank ESF and Project ESCP

2. Undertake Institutional stakeholder mapping and capacity needs assessment within the 5 project sites

- a) Stakeholder profiling and mapping (primary, secondary and tertiary) including minorities and marginalized groups and Vulnerable and marginalized communities up to the lowest administrative unit.
- b) Stakeholder level of awareness/knowledge on SLWM/restoration/sustainable livelihoods
- c) Stakeholder capacity to undertake SLWM/restoration/sustainable livelihoods activities (financial/human resources)
- d) Gaps in policies/ regulations affecting restoration/conservation/SLWM interventions
- e) Opportunities for stakeholder partnerships and linkages
- f) Opportunities for county/community innovative platform development

3. Development of Integrated watershed management Plans

The IWMPs will be developed using stakeholder engagement approaches such as the Participatory Integrated Community Development process that uses a set of tools administered to the community in order to assist in problem analysis, identification of interventions, formulation of plans and programs and development and implementation of monitoring and reporting frameworks. The plans should consider the following including but not limited to:

- a) Existing and status of implementation of ecosystem management plans (including but not limited to PFMPs, SCMPs, WMPs, CWCMPs FPMPs)

- b) Opportunities for alignment with CIDPs
- c) Existing SLM guidelines, practices, challenges and opportunities for investments

4. Prioritization and characterization of hydrosheds using high-resolution satellite imageries and or Light Detection and Ranging (LiDAR) technology

This will include following sub-activities:

- a) Use of relevant identified geospatial tools and technologies in prioritization of 50 hydrosheds and delineation of the respective 500 micro-watersheds for restoration;
- b) **watershed delineation and planning**, by assessing topography at high resolution using data on Digital Elevation Models (DEMs), micro-drainage patterns, slope gradients and aspects. Delineate the boundaries of the hydrosheds and the micro-watersheds within the hydrosheds;
- c) Generate spatially explicit and quantitatively precise **structural measurements of land and forest structure**, such as tree height, crown width, stem density, and canopy cover, Biomass estimation, Riparian zone condition and Encroachment detection;
- d) **Generate terrain and hydrological models** depicting effects of micro-topography on erosion, waterflow (rivers & streams) and site suitability;
- e) **Map hydrosheds degradation levels** by severity and type including erosion hotspots;
- f) Use spatially precise inputs for **prioritization and intervention design**, including areas where natural regeneration potential is high, where active planting or assisted natural regeneration is required and areas for soil and water infrastructure investments such as dam and water pans, check dams, retention structures
- g) Create a **repeatable reference point** for future monitoring and evaluation;

- h) Deliver GIS-ready datasets and technical documentation, including Land Cover Maps, Land Degradation Maps, Forest Cover Canopy Maps, Canopy Height Models (CHM), Satellite Images, Digital Elevation Model (DEM), Digital Terrain Model (DTM), Digital Surface Model (DSM), Contour maps (0.5m or 1m interval), Slope map (percentage and degrees), Flow direction and flow accumulation maps, Watershed and sub-watershed delineation maps, maps 3D terrain model. All outputs must be delivered in GIS/RS-compatible formats (GeoTIFF, SHP, GDB, ECW, Excel, csv). Proper documentation with metadata-rich including technical methodology report, Accuracy assessment report and processing workflow diagram;
- i) Integrated socio-economic baseline data, biophysical baseline data and institutional/governance baseline to show the biophysical, socio-economic, and governance dimensions, while establishing measurable reference points for future monitoring and evaluation;
- j) Organize a training workshop with the developers of the IPT tool for familiarization of usage;
- k) Piloting the IPT tool within identified project sites;
- l) Conduct a workshop to present the findings on methodologies that can be employed for hydrosheds prioritization and conduct a capacity building training used and recommended to relevant experts.

5. Prioritization of eligible gazetted forests

As part of the baseline assessment, the Consultant shall operationalize the KEWASIP Screening Criteria and Prioritization Tool for selection of 41 gazetted forest blocks located within the five targeted sub-catchments (Marsabit, Marmanet, Nyambene, Chyulu Hills, and Shimba Hills). The Consultant shall score each eligible forest using a 1–5 scale for each indicator as outlined in the screening criteria, apply the prescribed weight percentages to derive weighted scores, compute the total priority score (maximum 500), and categorize the forests according to the established selection matrix to determine their priority level for financing and implementation (*refer to screening criteria in PIM*).

6. OUTPUTS

1. All Raw and Cleaned Data: All collected raw and cleaned qualitative and quantitative data, all data collection tools, a list of interviewed individuals/groups, and relevant photographs. including GIS layers and remote sensing outputs, in an agreed-upon digital format (excel, csv, databases, shapefiles/vector & raster), properly documented and metadata-rich. GIS layers include land cover maps (1990, 2000, 2010, 2020, and the current year) from a satellite imagery with a spatial resolution of at least 3 m; land cover change maps/matrices; land degradation maps; hydrological maps; a biodiversity hotspot map.
2. GIS-ready datasets and technical documentation, including Land Cover Maps, Land Degradation Maps, Forest Cover Canopy Maps, Canopy Height Models (CHM), Satellite Images, Digital Elevation Model (DEM), Digital Terrain Model (DTM), Digital Surface Model (DSM), Contour maps (0.5m or 1m interval), Slope map (percentage and degrees), Flow direction and flow accumulation maps, Watershed and sub-watershed delineation maps, maps 3D terrain model.
3. Baseline assessment reports for the 5 project sites
4. Stakeholder mapping and Capacity Needs Assessment (CNA) reports for the 5 project sites.
5. Stakeholder Consultation and validation reports undertaken through Participatory processes (PRAs) and including list of participants
6. 5 Integrated watershed management plans for the 5 project sites.
7. Report on prioritization of hydrosheds using geospatial tools
8. Report on prioritized gazetted forests using weighted criteria

7 REPORTING TEMPLATES

i. Baseline Assessment report

All reports shall be made in English.

The draft baseline assessment report will contain but not limited to the following sections:

1. Background of the consultancy,

2. Project Overview;
3. Baseline assessment objectives
4. Methodology: scope and coverage, data collection tools for all indicators; survey design and sample size; organization;
5. Quality control protocol; data processing and management;
6. Data analysis procedures; level of reliability of the estimates of the indicators being evaluated;
7. Main findings (aligned to the KPIs);
8. Conclusions and recommendations;

ii. Capacity Needs Assessment Report

1. Background: Introduction, Challenges, Purpose, Objective, Justification
2. Methodology: Technical approach, target respondents, study instruments, Implementation of methodology, scope and limitations.
3. Findings
4. Examples of best practices
5. Recommendations
6. Conclusion

iii. Integrated Watershed Management Plans

1. Background (Watershed biophysical description, Socio-economics)
2. Plan description
3. Overall objectives
4. Management objectives
5. Existing policy/regulation frameworks
6. Development process
7. Stakeholder analysis profiling
8. Problem tree (Threats and challenges)
9. Visioning (vision, goal and management objectives)
10. Management programmes
11. Management Plan implementation framework
12. Environmental and Social risks and Management (Annex detailed analysis)

13. M&E framework

iv. Report on prioritized and characterized hydrosheds

To include:

1. Digital Elevation Models (DEMs), micro-drainage patterns, slope gradients and aspects. Delineate the boundaries of the hydrosheds and the micro-watersheds within the hydrosheds;
2. Spatially explicit and quantitative **structural measurements of land and forest structure**, such as tree height, crown width, stem density, and canopy cover, biomass estimation, riparian zone condition and encroachment;
3. **Terrain and hydrological models** depicting effects of micro-topography on erosion, waterflow (rivers & streams) and site suitability;
4. **Hydrosheds degradation levels** by severity and type including erosion hotspots;
5. **Prioritized and intervention designs**, including areas where natural regeneration potential is high, where active planting or assisted natural regeneration is required and areas for soil and water infrastructure investments such as dam and water pans, check dams, retention structures
6. **Repeatable reference points** for future monitoring and evaluation

v. Report on prioritized gazetted forests

1. Forest Inventory and Legal Status Assessment
2. Geographic Eligibility and Planning Alignment
3. Environmental and Social Compliance Screening
4. Forest Condition and Degradation Analysis
5. Biodiversity and Ecological Assessment
6. Soil and Land Degradation Assessment
7. Ground-Truthing and Data Validation
8. Watershed and Hydrological Function Assessment
9. Climate Risk and Vulnerability Analysis
10. Carbon Sequestration Potential Assessment

11. Accessibility and Operational Feasibility Assessment
12. Institutional and Technical Capacity Assessment
13. Socioeconomic and Livelihood Analysis
14. Community Participation and Governance Assessment
15. Conflict and Risk Assessment

8 METHODOLOGY

The firm should show how the study will be conducted & state the following:

1. **Define survey objectives:** Clearly outline the purpose, scope, and expected outcomes of the survey.
2. **Literature review:** Research existing data on Kenya's watersheds, including climate, hydrology, land use, and socio-economic factors.
3. **Identify survey area:** Determine specific watersheds/micro-watershed management and action plans, to focus on, considering factors like ecological importance, vulnerability, and stakeholder interests.
4. **Develop survey design:** Choose appropriate methodologies (e.g., field observations, interviews, questionnaires) and sampling strategies.
5. **Prepare survey tools:** Design data collection instruments (e.g., questionnaires, checklists, GIS tools) and ensure they are culturally sensitive.
6. **Train survey team:** Ensure enumerators understand survey objectives, methodologies, and tools.
7. **Conduct fieldwork:** Collect data on watershed characteristics, land use, water quality, and stakeholder perceptions.
8. **Data analysis:** Analyze and interpret data, identifying trends, challenges, and opportunities for watershed management.
9. **Report writing:** Compile findings into a comprehensive report, including recommendations for sustainable watershed management.
10. **Stakeholder engagement:** Share results with relevant stakeholders, including local communities, policymakers, and conservation organizations.

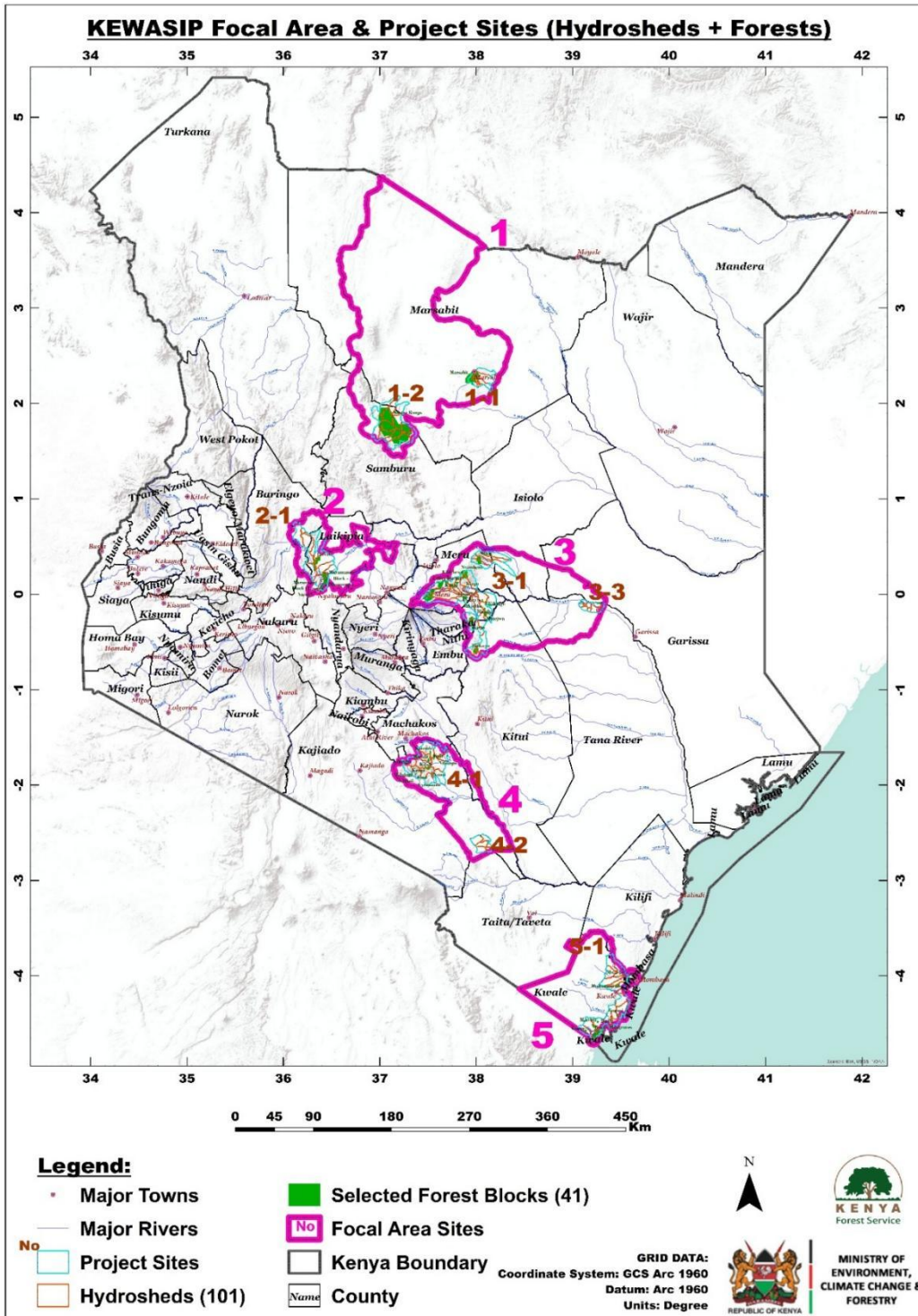


Figure 1: Map of the project sites

1. DURATION OF CONSULTANCY

The assignment shall be for a period of one hundred and eighty **(180) days** from the contract commencement date, including fieldwork, data analysis, and report submission.

Reporting on or before the scheduled dates to:

The Principal Secretary

State Department of Forestry

Ministry of Environment, Climate Change and Forestry

N.H.I.F Building, Ragati Road

P.O. Box 30126-00100

Nairobi

Email: kewasipnpcu@gmail.com, ps@forestry.go.ke

Attn: Project Coordinator, Kenya Watershed Services Improvement Project

Table I: Reporting requirements for the deliverables

S/No.	Deliverables/Reports	Timelines after contract commencement	Format of submission
1.	Inception Report outlining determined indicators for monitoring, the survey methodology, workplan, and key deliverables	15 days	2 hard copies and a soft copy in PDF
2.	a) First drafts of baseline and Capacity needs assessment reports. b) First drafts of the 5 Integrated watershed management plans c) First draft report on the methodologies for prioritization of hydrosheds. d) First draft report on prioritized	60 days	2 hard copies and a soft copy in PDF

	gazetted forests		
3.	Second drafts of baseline and Capacity needs assessments reports, integrated watershed management plans, report on the methodologies for prioritization of hydrosheds and report on prioritization of gazetted forests with Stakeholder consultation and validation reports	60 days	2 hard copies and a soft copy in PDF
4.	Final Baseline and capacity needs assessment reports, 5 Integrated watershed management plans and report on the methodologies for prioritization of hydrosheds and report on prioritization of gazetted forests	45 days	2 hard copies and a soft copy in PDF

9. PAYMENT SCHEDULE

The proposed payment schedules based on satisfactory performance of the contract, which will be negotiated with the successful consultant, will be as presented in Table II below.

Upon submission of every report, the consultant is expected to make a presentation of the submitted report to the client in a scheduled meeting. The acceptance of the report shall be recorded in the minutes of the meeting.

Table II: Proposed payment schedule

S/No.	Deliverables/Reports	Timelines after contract commencement	Format of submission
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1.	Inception Report outlining determined indicators for monitoring, the survey methodology, workplan, and key deliverables	15 days	<i>10%</i>
2.	<ul style="list-style-type: none"> a) First drafts of baseline reports and CNA reports b) First drafts of the 5 Integrated watershed management plans. c) First draft report on the methodologies for prioritization of hydrosheds d) First draft report on prioritized gazetted forests 	60 days	<i>30%</i>
3.	Second drafts of baseline and Capacity needs assessments reports, integrated watershed management plans, report on the methodologies for prioritization of hydrosheds and report on prioritization of gazetted forests with Stakeholder consultation and validation reports	60 days	<i>40%</i>
4.	Final Baseline and capacity needs assessment reports, 5 Integrated watershed management plans and report on the methodologies for prioritization of hydrosheds and report on prioritization of gazetted forests	45 days	<i>20%</i>

All reports shall be submitted in the prescribed format to the Client at the following address:

The Principal Secretary
State Department for Forestry
Ministry of Environment, Climate Change and Forestry
N.H.I.F Building, Ragati Road
P.O. Box 30126-00100
Nairobi
Email: kewasipnpcu@gmail.com, kewasipprocurement@forestry.go.ke

Attn: Project Coordinator, Kenya Watershed Services Improvement Project

10. MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIREMENTS OF THE CONSULTING FIRM.

A) MINIMUM QUALIFICATIONS AND EXPERIENCE OF THE CONSULTING FIRM.

Core business and years in business:

The consulting firm shall be registered/incorporated as a consulting firm with core business in undertaking socio-economic, biophysical assessment, climate change impacts assessment, stakeholder engagements, institutional capacity needs assessments, developing of frameworks and management plans for a period of at least ten (10) years. The firm has substantial experience working in Arid and Semi-arid counties.

Relevant experience:

The firm shall demonstrate as having successfully executed and completed at least three (3) assignments on comprehensive biophysical and socioeconomic baseline survey of similar nature, scale, complexity and in a similar operating environment in the last five (5) years, including using a range of research tools and techniques such as Computer-Assisted Personal Interviewing (CAPI) data collection instrument, Kobo Toolbox, GIS and Remote Sensing among others.

Details of similar assignments including Name and address of the client, scope, value, and period should be provided and submitted.

Technical and managerial capability of the firm:

The firm shall demonstrate as having the requisite technical capacity including relevant equipment, tools, software and experts bridging several disciplines with capacity to undertake the assignment in the submitted company profile(s).

B) Team Composition and Minimum Qualification and Experience

Requirements for the Key Experts

The Consultants shall be well qualified and experienced professionals as required and appropriate for completion of the exercise. They should possess necessary resources to undertake services of such nature including equipment and software required to execute the assignment. The key professionals/expert shall personally carry out (with assistance of other non-key experts and staff deemed appropriate) the services as described in this TOR. The positions mentioned here should not be considered exhaustive and the consulting firm should commit to bringing in additional expert resources as per the emerging needs of the baseline survey.

(i) Team leader

Qualifications:

- A relevant Master's degree in Environmental Science with a PhD being an added advantage, Environmental Engineering, Water resources engineering, Environmental Management, Forestry OR a related field from a university recognized in Kenya.
- A minimum of 10 years of general experience in conducting research in the field of environmental science; particularly in environmental assessment, climate change impacts assessment, natural resource management, and sustainable development. or related disciplines with deep theoretical and practical understanding of National and County level Environmental Policies.

- Previous work experience or engagements in at least Five (5) assignments of similar nature and financial magnitude.
- A minimum of 8 years of specific experience working with donor funded projects and/or government agencies implementing similar assignment projects in leadership position in developing economies with details of successfully implementing at least two projects of similar size and complexity, in the role of a team leader
- Experience in facilitating participatory planning and community engagement processes with knowledge on PRA tools
- Validly registered and member of a relevant professional body recognized in Kenya will be an added advantage.

Competencies:

- Project evaluation/review experience will be considered an asset.
- Recent experience with result-based management evaluation methodologies.
- Excellent verbal and written communication skills with advanced report writing skills.
- Experience in monitoring and evaluation including development of project Theories of Change, log-frames/results frameworks with SMART indicators and reconstructing or validating baseline scenarios;
- Demonstrated understanding of issues related to gender and gender sensitive evaluation and analysis.
- Strong analytical skills, excellent organizational, communication and writing skills.
- Demonstrated ability to write technical information coherently and concisely.
- Ability to manage and motivate a team of experts
- Demonstrate ability to communicate effectively in spoken and written English through preparations of professional reports and participation in meetings.
- Knowledge of Swahili language is desirable through professional writings.

Team Composition and Qualification Requirements

For the effective delivery of the assignment, the consulting firm shall mobilize a multidisciplinary team comprising the following key experts:

1. **Environmental Specialist** – with competencies in forestry, water resources management, biodiversity conservation, and wildlife management;
2. **Social and Community Engagement Expert** – with experience in participatory planning, stakeholder consultation, grievance management, gender and social inclusion, and community mobilization;
3. **Capacity Development Specialist** – experienced in institutional strengthening, training design, and community capacity building;
4. **GIS Expert** – with expertise in spatial data analysis, mapping, and application of GIS tools in natural resource management;
5. **Environmental Engineer** – with experience in design and supervision of environmental and water-related infrastructure.

Minimum Qualifications and Experience Requirements

General Requirements (Applicable to All Key Experts)

- Minimum of a **Bachelor's degree** in a discipline relevant to the proposed position;
- Relevant professional certification in the respective field will be an added advantage;
- Demonstrated proficiency in **English and Kiswahili** through professional reports
- Proven experience working with government institutions, community structures (WRUAs, CFAs, CIGs, conservancies), and development partners.

Specific Requirements

i. Environmental Specialist – Minimum 8 years' experience

- Expertise in watershed management, forestry, biodiversity, and wildlife conservation;
- Proven experience in preparation of Integrated Watershed Management Plans (IWMPs), ESIA/ESMP, or similar landscape planning instruments;

- Familiarity with ecosystem restoration and climate resilience programs;
- Experience in ASAL or comparable fragile ecosystems will be an added advantage.

ii. Social and Community Engagement Expert – Minimum 8 years’ experience

- Demonstrated experience in participatory rural appraisal, stakeholder engagement, gender and social inclusion, and grievance redress mechanisms;
- Experience working with rural communities including minorities and marginalized communities;
- Knowledge of community-driven development and conflict-sensitive approaches;
- Experience in ASAL community dynamics will be an added advantage.

iii. Capacity Development Specialist – Minimum 8 years’ experience

- Proven experience in institutional assessments, training needs analysis, and development of capacity building strategies;
- Experience in designing and delivering training programs for community institutions and county staff;
- Exposure to ASAL contexts will be an added advantage.

iv. GIS Expert – Minimum 8 years’ experience

- Proficiency in GIS and remote sensing applications, spatial planning, and database management;
- Experience in watershed mapping, land use/land cover analysis, and natural resource assessments;

v. Environmental Engineer – Minimum 8 years’ experience

- Experience in design and supervision of water, soil conservation, and environmental infrastructure;

- Knowledge of climate-resilient and nature-based engineering solutions;
- Experience in water-scarce or ASAL settings will be an added advantage.

Compliance Requirement

The consultant shall be explicit in the proposal on the qualifications and experience of each key personnel. Submitted CVs must clearly demonstrate:

- Years of relevant professional experience;
- Specific assignments undertaken and roles played;
- Knowledge of Kenya’s diverse implementation contexts (ASAL and non-ASAL);
- Tangible results achieved in similar assignments.

However, the consultant may propose any other staff he/she may consider as beneficiary to carrying out the assignment.

Apportionment of points in (%) Between Firm and Experts

Component	Weight
Firm’s experience	10%
Methodology / approach	30%
Key experts and knowledge transfer	60%

(Technical 80%) (Financial 20%)

11. OBLIGATIONS

The Client

The NPCU will make available the following resources to facilitate the work of the Consulting firm:

1. Project Appraisal Document (PAD) and Project Implementation Manual (PIM);
2. The National Landscape and Ecosystem Restoration Strategy (NLERS)
3. Details on the project intervention sites
4. Introduction letter for the firm to obtain necessary permissions for conducting field survey in project sites.

5. Available projects, environmental and social risk management instruments (ESCP,ESMF, MCPF & ESA)

The Consultants

The Consultants assumes responsibility for the costs of transportation, accommodation, insurance, airtime, and any other related expenditures. The Consultant is expected to undertake activities that ensure the outputs are consistent with professional and legal requirements. Furthermore, the data must be generated through a consultative process that guarantees authenticity and ownership.

Propriety rights of clients in reports and records

All the data and information collected or received for the purposes of this study will be kept strictly confidential and will be used exclusively to execute the terms of reference. All the intellectual property rights stemming from the execution of the terms of reference belong to KEWASIP. The content of the written materials that are obtained and utilized during this task will not be shown to third parties without the written consent of KEWASIP.