



**MINISTRY OF ENVIRONMENT, CLIMATE CHANGE AND FORESTRY**

**STATE DEPARTMENT FOR FORESTRY**

**Kenya Watershed Services Improvement Project (KEWASIP)**

**Credit Number: 7830-001 KE**

**Project ID : P509738**

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**Terms of Reference  
for**

CONSULTING SERVICES FOR DEVELOPMENT OF INTEGRATED HYDROSHED  
MANAGEMENT PLANS AND MICRO WATERSHEDS ACTION PLANS

**(FIRMS SELECTION)  
(QCBS)**

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**PROCUREMENT/CONTRACT REF NO.: MECCF-SDF-550808-CS-QCBS**

**MAY, 2026**

**Client:**

**State Department for Forestry**

**Attn; National Project Coordination Unit**

**P.O. Box 30126-00100, Nairobi**

**Email: kewasipnpcu@gmail.com**

## **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) for a period of five (5) years. The Project Development Objective (PDO) of KEWASIP is to expand the area under sustainable land and watershed management to improve livelihoods of communities in the project areas.

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 tree 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.

The project will be implemented in five (5) watersheds namely Marmanet, Marsabit, Nyambene, Chyulu and Shimba with 750,000 as expected beneficiaries. The five watersheds cut across 12 Counties project namely; Baringo, Meru, Kitui, Tharaka Nithi, Samburu, Isiolo, Marsabit, Makueni, Garissa, Kwale, Tana River, and Laikipia.

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 of climate change, and natural resources degradation that threaten economic and social development opportunities.

Additionally, land degradation driven by deforestation, poor agricultural practices, and population pressure has resulted in declining agricultural productivity, loss of biodiversity, livelihoods, and escalating conflicts especially over grazing land. This level of degradation on water catchment areas has reduced water retention of upper catchments, exacerbating the effects of both droughts and floods. - 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 enabling environment has resulted in the development of national strategies like the National Climate Change Action Plan (NCCAP III) 2023-2027 which emphasizes the importance of restoring degraded landscapes and improving watershed services. 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 seeks to restore degraded landscapes and improve watershed management, which aligns with its broader goal 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, need for integrated approaches in the planning and managing of natural resources. This will build synergy in implementation of activities within watersheds and ensure alignment to national and county objectives

## **2. OBJECTIVES OF THE ASSIGNMENT**

The objective of this assignment is to translate the findings and outputs of the KEWASIP Baseline Assessment and Institutional Capacity Needs Assessment into prioritized, participatory, investment-ready Hydroshed Management Plans and Micro-Hydroshed Action Plans. The assignment shall not duplicate baseline data collection or geospatial analysis, but shall verify, refine, and apply baseline findings to guide decision-making, intervention design, sequencing, and implementation planning.

### **SPECIFIC OBJECTIVES**

This assignment builds directly on the Baseline Assessment and Institutional Capacity Needs Assessment commissioned under KEWASIP.

The Consultant shall:

- Use baseline biophysical, socio-economic, institutional, and geospatial datasets as the primary evidence base;
- Limit new field activities to verification, ground-truthing, and participatory validation;
- Ensure full consistency with baseline hydroshed prioritization, indicator frameworks, and ESF instruments.

## **3. METHODOLOGY**

The assignment will combine different methods including desktop reviews, qualitative and quantitative data, field activities and workshops. The firm should show how the study will be conducted and state the following:

### **Scope of work**

#### **Task 1: Baseline Verification and Synthesis**

- Review baseline datasets, maps, and reports;
- Verify critical assumptions through targeted field checks and stakeholder consultations;
- Produce a Hydroshed Planning Synthesis Note per project area.

## **Task 2: Prioritization within Project Areas**

- For each of the five project areas:
  - Confirm and justify priority hydrosheds and micro-hydrosheds;
  - Sequence interventions based on degradation severity, socio-environmental risk, institutional readiness, and cost-effectiveness.

## **Task 3: Participatory Definition of Interventions**

- Facilitate community- and county-level planning processes to:
  - Define appropriate intervention types (e.g. rangeland restoration, riparian buffers, agroforestry, soil and water conservation);
  - Align interventions with livelihood strategies and county development priorities;
  - Agree on implementation roles and maintenance responsibilities.

## **Task 4: Environmental and Social Screening**

- Apply ES screening to all proposed interventions, consistent with KEWASIP ESCP and ESMF;
- Identify exclusions, mitigation measures, and safeguard instrument requirements;
- Ensure GRM integration at hydroshed and micro-hydroshed levels.

## **Task 5: Results Framework and Monitoring Systems**

- Operationalize baseline indicators at hydroshed and micro-hydroshed level;
- Define SMART indicators for:
  - Ecosystem restoration;
  - Water services;
  - Livelihood outcomes;
- Establish monitoring responsibilities, data sources, and reporting templates.

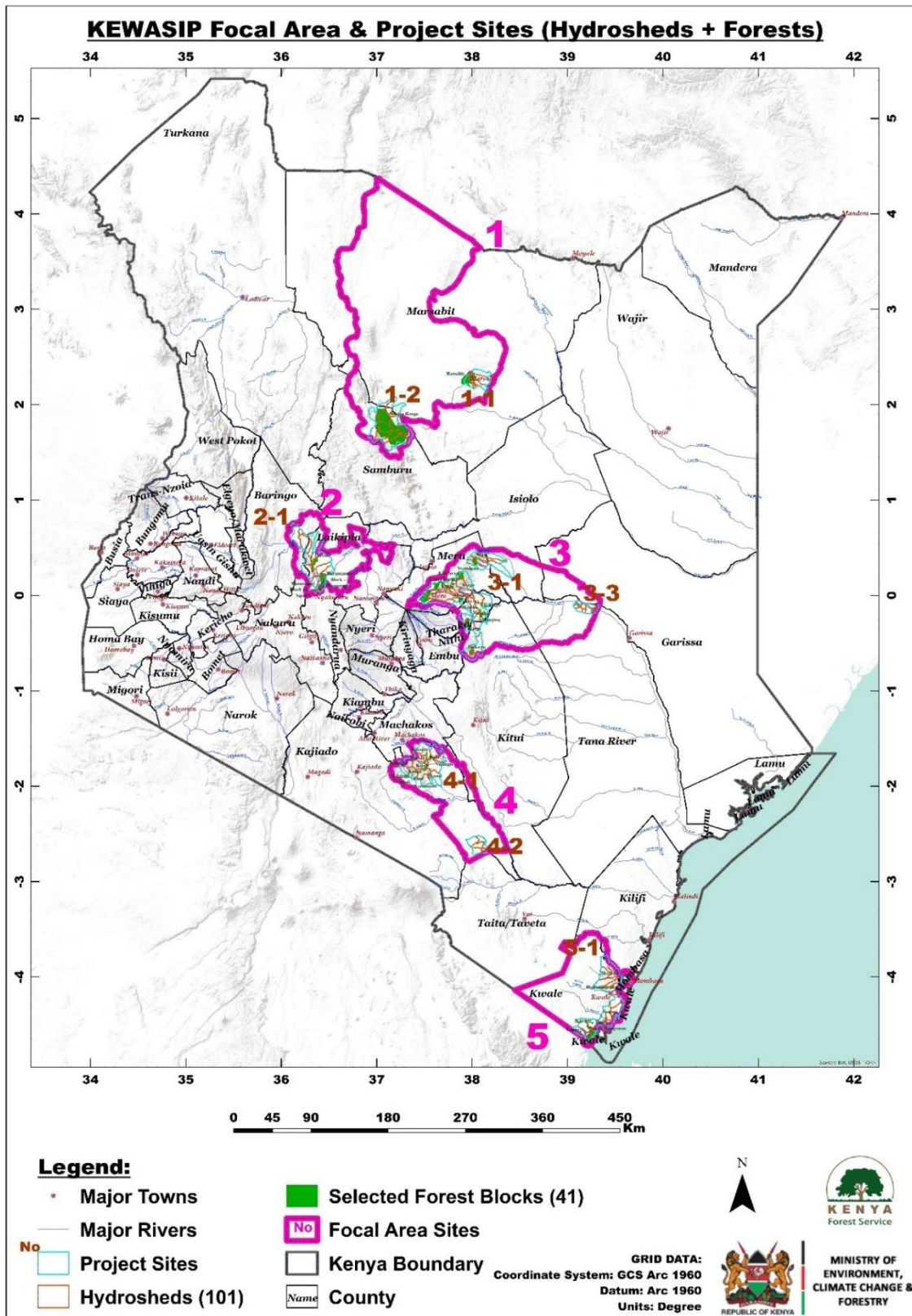


Figure 1: Map of the project sites

Since baseline assessment will collate and collect baseline data and information on the project sites, the firm will be expected to use the baseline data to guide in development of the plans.

#### **4. EXPECTED DELIVERABLES**

1. Inception report: A detailed plan outline of the hydroshed plan, methodology, timeline, and work plan.
2. Diagnostic (biophysical and socio-economic assessment) and Stakeholders analysis and profiling for the 50 hydrosheds
3. Draft Hydroshed Management Plans and micro-catchment action plans.
4. Final Hydroshed Management Plans and micro-catchment action plans incorporating feedback from stakeholders.
5. Final validated hydroshed management plans submitted to KEWASIP NPCU in hard and soft copies.

#### **5. DURATION OF CONSULTANCY**

The assignment shall be for a period of 6 (six) months from the contract commencement date, including fieldwork, data collection, analysis, and report submission.

#### **6. REPORTING TEMPLATES**

- i. Integrated Hydrosheds management plans and micro-catchment action plans
  1. Introduction
  2. Biophysical description of hydrosheds
  3. Socio-economic situation
  4. Existing policy/regulation frameworks
  5. Development process/Methodology
  6. Stakeholder analysis profiling
  7. Existing management programs
  8. Problem tree (Threats and challenges)
  9. Visioning (vision, goal and management objectives)
  10. Management Plan implementation framework
  11. Financing and structure
  12. Micro-catchment action plans
  13. M&E framework

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: ps@forestry.go.ke  
Attn: Project Coordinator, Kenya Watershed Services Improvement Project

**Table I: Reporting requirements for the deliverables**

<b>S/ No.</b>	<b>Deliverables/Reports</b>	<b>Timelines after contract commencement</b>	<b>Format of submission</b>
1.	Inception Report	15 days	2 hard copies and a soft copy in PDF
2.	Diagnostic (biophysical and socio-economic) and Stakeholder analysis and profiling	35 days	2 hard copies and a soft copy in PDF
3.	Draft Hydroshed Management Plans and micro-catchment action plans	60 days	2 hard copies and a soft copy in PDF
4.	Validation forum with stakeholder's inputs (Validated drafts)	40 days	2 hard copies and a soft copy in PDF
5.	Final Hydroshed Management Plans and micro-catchment action plans	30 days	2 hard copies and a soft copy in PDF

## **1. PAYMENT SCHEDULE**

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

Upon submission of every report, the consulting firm 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**

<b>S/No.</b>	<b>Deliverables/Reports</b>	<b>Timelines after contract commencement</b>	<b>% of contract amount</b>
1.	Inception Report	15 days	10%
2.	Diagnostic (biophysical and socio-economic analysis), Stakeholder analysis and profiling	35 days	<i>NIL</i>
3.	Draft Hydroshed Management Plans and micro-catchment action plans	60 days	50%
4.	Validation forum with stakeholders' inputs (Validated drafts)	40 days	30%
5.	Final Hydroshed Management Plans and micro-catchment action plans	30 days	10%

The Proposed Evaluation Criteria for the consulting firm

- Firm Experience – 10%
- Methodology and Work Plan – 20%
- Key Experts Qualifications – 50%
- Financial – 20%

**Total Score: 100 Points**

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: psforestryke@gmail.com  
Attn: Project Coordinator, Kenya Watershed Services Improvement Project

## **2. MINIMUM REQUIREMENTS FOR CONSULTING FIRM'S QUALIFICATIONS AND EXPERIENCE**

### **Core business and years in business:**

The consulting firm shall be registered/incorporated as a consulting firm with core business in undertaking ecosystem planning, socio-economic, climate change impacts assessment, Participatory Rural Appraisal stakeholder engagement approaches, vulnerability assessments, development of frameworks and management plans for a minimum period of ten (10) years.

### **Relevant experience**

The firm shall demonstrate as having successfully executed and completed at least three (3) assignments in the last 5 years on ecosystem planning, development of management plans within the forestry, environment and ecosystem of similar nature, scale, and complexity using a range of research tools and techniques such as Computer-Assisted Personal Interviewing (CAPI) data collection instrument, Kobo Toolbox, SPSS, Nvivo, 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).

### **Team composition and minimum qualification**

#### **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 experts 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.

The consulting firm shall constitute a **multidisciplinary team** comprising of a core technical team, a socio-economic and community engagement team and safeguards & governance team.

The general requirements for the experts include:

- Relevant academic qualifications in respective fields
- Demonstrated experience in similar assignments
- Experience in donor-funded projects is an added advantage

Details on the teams and experts qualifications are provided below:

### **1. Core Technical Team (Planning & Analysis)**

#### **a) Team Leader / Ecosystem Planning Specialist**

The team leader should have a strong background in landscape restoration / watershed management and will lead the process, ensures integration across sectors

The qualifications of the team lead should include:

- i. A Master's degree (PhD degree being an added advantage) in Ecosystem Planning specialist, Environmental Science, Environmental Management, Social Sciences OR a related field.
- ii. A minimum of 10 years of general experience in conducting ecosystem planning and research in the field of natural resources sector and socio-economic development or related disciplines with deep theoretical and practical understanding of National and County level Environmental Policies.
- iii. Previous work experience or engagements in at least Five (5) assignments of similar nature in the last 7 years.
- iv. A minimum of 5 years of specific experience working with donor funded projects and/or government agencies implementing similar assignment projects in leadership position. Developing economies with details of successfully implemented at least two projects of similar size and complexity, in the role of a team leader.
- v. Experience in facilitating participatory planning and community engagement processes with knowledge on PRA tools
- vi. Must be validly registered and holding current annual practicing license from a relevant professional body recognized in Kenya.

- b) Hydrology Specialist with a minimum of 8 years' experience: The hydrologist will assesses water flows, catchment dynamics, and erosion risks.
- c) Soil Science Expert with a minimum of 8 years. Their role will be to address soil fertility, degradation mapping, conservation measures
- d) Forestry / Agroforestry Specialist with a minimum of 8 years. Their role will be to address tree-based systems, restoration models, species selection
- e) Geographic Information Systems (GIS) Specialist with a minimum of 8 years' experience. Their role will undertake Spatial analysis, land-use mapping, hydroshed delineation.
- f) Ecology / Biodiversity Expert with a minimum of 8 years experience. Their role will be to address Ecosystem health, habitat restoration, species conservation
- g) Rangeland / Pastoral Systems Expert (important in ASAL areas like Isiolo, Garissa)

## **2. Socio-Economic & Community Engagement Team**

- Social Development Specialist to handle Community mobilization, participatory planning and ensures gender, youth, and vulnerable groups are integrated
- Livelihoods / Value Chain Specialist to link ecosystem plans to income-generating activities
- Stakeholder Engagement / Communication Expert to manages consultations, conflict resolution, awareness

## **3. Safeguards & Governance Team**

- Environmental Safeguards Specialist to Ensure compliance with environmental standards (e.g., EIA)
- Social Safeguards Specialist to address land tenure, resettlement risks, grievance mechanisms
- Policy / Institutional Expert to aligns plans with national and county policies

## **3. REPORTING REQUIREMENTS**

The Consultant will report to the KEWASIP Coordinator as per the agreed work plan and contract deliverables. All reports shall be made in English. The consultant shall present an Inception Report within 15 days of the start of services outlining an initial assessment of the tasks following consultations with project implementing institutions (KFS, KEFRI, WRA, NEMA, KWS) and proposed methodology and work plan. A report regarding the assignment's first phase is to be submitted for approval by the Consulting Firm within 35 days after the commencement of the assignment. On receipt of the formal approval of the

recommendations made by the consultant under the first phase, the consultant will then have to finalize the assignment's second phase within 50 days, essentially including the production of a report on this second phase.

The consultant shall submit a brief monthly progress reports in English to the **National Project Coordination Unit**

#### **4. OBLIGATIONS**

##### **The Client**

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

1. Project Implementation Manual (PIM) and Project Appraisal Document (PAD);
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.

##### **The Consulting firm**

The Consulting firm assumes responsibility for the costs of transportation, accommodation, insurance, airtime, and any other related expenditures. The Consulting firm 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.