



# MINISTRY OF LANDS, PUBLIC WORKS, HOUSING AND URBAN DEVELOPMENT

## STATE DEPARTMENT FOR HOUSING AND URBAN DEVELOPMENT

### REQUEST FOR EXPRESSION OF INTEREST

#### CONSULTING SERVICES – INDIVIDUAL CONSULTANTS SELECTION

<b>COUNTRY:</b>	The Republic of Kenya
<b>PROJECT TITLE:</b>	Second Kenya Urban Support Program (KUSP II)
<b>PROJECT ID:</b>	P177048
<b>CREDIT NO.:</b>	7349-KE
<b>ASSIGNMENT TITLE:</b>	Refugee Management Specialist
<b>CONTRACT NO.:</b>	KE-MOTI-516259-CS-INDV

- This Request for Expression of Interest follows the General Procurement Notice for the Project that appeared in Development Business Issue No. P1214050 of 20th June 2023.
  - The Government has received a credit from the World Bank (the Bank) towards the cost of the Second Kenya Urban Support Program (KUSP II) and intends to apply part of the proceeds of this Credit towards payments under this contract: Consulting Services for a Refugee Management Specialist.
  - The primary objective of the consulting services is to offer technical assistance, advise, and coordination of Refugee activities to the National Program Coordination Team (NPCT).
  - The tasks to be carried out under the assignment includes but not limited to:
    - Provide technical assistance to the NPCT on Refugee issues and those pertaining Gok's Refugee policy, statistics and plans and support RA2 on policy review to create an enabling environment for refugee and host communities' integration and transition from Camps to settlements
    - Develop, support, implement and audit the capacity building plan in relation to WHR activities.
    - Provide periodic training for GRM focal persons and committees, and to ensure that the GRM is gender-responsive and accessible to all stakeholders, including refugees and host communities
    - Mainstream gender, youth, and disability inclusion across all activities, in accordance with World Bank and Kenyan policy frameworks.
    - Systematically document lessons on the implementation of the WHR component.
    - Advise on issues of socio-economic inclusion of Refugees;
    - Engage key stakeholders in the Refugee sector for WHR engagements and foster partnerships.
    - Facilitate relevant stakeholders on the programme to access camps and other designated areas as stipulated in the Refugee Act (2021).
    - Support/carry out research and prepare periodic technical advice as requested by the Program Coordinator on aspects of refugee integration relevant to the implementation of KUSP2.
    - Liaising and working with other Result Areas and to ensure that all KUSP2 interventions in Dadaab and Kakuma municipalities are in alignment with the camps to settlement/ integration agenda.
    - Facilitate capacity assessment, training and capacity building of NPCT and relevant stakeholders on Refugee matters and integration of Refugees and Host Communities
    - Support NPCT activities through the Result Area 5 lead
    - Provide technical assistance to any county/municipality in need, subject to NPCT approval
    - Review or prepare any concepts, TORs and preparatory materials to facilitate the implementation of Result Areas 5 activities.
    - Be involved in the preparation of the semi-annual reports as relates to WHR component
    - Assist in providing guidance in monitoring Results Framework Indicators under the WHR component
    - Liaison between the NPCT, and implementing counties, especially as relates to implementation of activities
    - Advise on any project implementation bottlenecks under UIG and UDG windows and identify approaches towards resolving the bottlenecks.
    - Facilitate regular meetings and consultations between National and County Governments officials, UN, NGOs, and community leaders to discuss and coordinate refugee integration initiatives.
    - Advise on ways of streamlining policies and procedures related to refugee integration, including in the proposed process for harmonization of the planning framework.
    - Identify challenges and propose solutions to improve the effectiveness of inclusion efforts and settlement agenda.
    - Support to the team on safeguarding issues; reporting on developments at the camp level; taking part and facilitating supervision missions; supporting coordination of KUSP II WHR activities
    - Perform any other duties as may be assigned by the Programme Coordinator.
  - The detailed Terms of Reference (ToRs) for the assignments can be found at the following websites – [www.housingandurban.go.ke](http://www.housingandurban.go.ke) and [www.tenders.go.ke](http://www.tenders.go.ke) or can be obtained at the address given below;
 

**State Department for Housing and Urban Development**  
**P.O. Box 30119-00100**  
**Nairobi, Kenya**  
**Tel. +254 (0202) – 2729200**  
**Email: [kusp2proc@housingandurban.go.ke](mailto:kusp2proc@housingandurban.go.ke);**
  - The Consultant shall possess the following minimum qualifications and experience:
    - Should have at least master's degree in Peace and Conflict Management, Sociology, Refugee Studies or International Relations from a recognized institution or any other relevant qualification.
    - General experience: Should have at least 10 years of demonstrable experience relevant to the assignment, 5 of which should be in Refugee Management with a strong understanding of the refugee management framework in Kenya.
    - The Refugee Management Specialist should demonstrate knowledge and experience in public administration in the Government of Kenya.
    - Should have practical Knowledge of the Global Compact for Refugees, the Kenya Comprehensive Refugee Response Framework (2020) and the Shirika Plan for Refugees and Host Communities.
    - Should have Interpersonal, diplomatic and partnership skills and experience required for building and maintaining collaborative relationships with key stakeholders.
    - Be available throughout the assignment period and flexible to travel to Dadaab and Kakuma.
  - The Consultancy Services is expected to be for a period of two (2) calendar years from the date of commencement.
  - The Ministry of Lands, Public Works, Housing and Urban Development – State Department for Housing and Urban Development (the Client) through the Second Kenya Urban Support Program (KUSP II) now invites eligible Individual Consultants to express their interest in providing the services; Interested Individuals must provide information indicating that they are qualified to perform the services (viz Curriculum Vitae (CV); copies of Academic and Professional Qualifications and Registration/Licensing Certificates).
  - The attention of Consultants' is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 and Revised November 2020 (Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
  - The Individual Consultant will be selected in accordance with the Selection of Individual Consultants Method set out in the Procurement Regulations.
  - Interested Individual Consultants may obtain further information at the address given below from 0900hrs to 1700hrs East African Time (EAT) from Monday to Friday excluding lunch hour (1300hrs-1400hrs) and public holidays.
  - Expression of Interest shall be delivered by **Wednesday 17<sup>th</sup> December 2025 at 1100hrs EAT** using one of the following modalities;
    - Deposit in the Tender Box located on 6<sup>th</sup> Floor, Ardhi House in Nairobi, Kenya;
    - Send via email to; [kusp2proc@housingandurban.go.ke](mailto:kusp2proc@housingandurban.go.ke) .
- The submitted Expression of Interest either delivered in the tender box or sent via email **MUST** be clearly marked with the Consultancy Reference Name and Number as indicated above and must be addressed:
- Attn: Principal Secretary**  
**State Department for Housing and Urban Development**  
**P.O. Box 30119-00100**  
**Nairobi, Kenya**  
**Tel. +254 (0202) – 2729200**  
**Email: [kusp2proc@housingandurban.go.ke](mailto:kusp2proc@housingandurban.go.ke)**  
**Website: [www.housingandurban.go.ke](http://www.housingandurban.go.ke)**
- Head/ Supply Chain Management Services**  
**FOR: PRINCIPAL SECRETARY/STATE DEPARTMENT FOR HOUSING AND URBAN DEVELOPMENT**