



CONSULTING SERVICES FOR INVEST IN AFRICA – KENYA UNDER THE GIZ BUSINESS SCOUTS FOR DEVELOPMENT PROJECT ON UPSCALING OF SMES MANUFACTURING NATURAL PRODUCTS IN KENYA AND UGANDA

1.0 Background

The East Africa Community (EAC) market is gaining increasing importance for value-add natural products made in Eastern Africa. In addition, there is also an increasing openness in the community to buying “products made in EAC”, thus a high potential for SMEs in manufacturing which is quite often overlooked. The progress of the realization of EAC intra-trade provides new growth potential for SMEs manufacturing natural products, due to the ease of access to neighboring markets.

The Upscaling of Manufacturing SME’S in Natural Clusters IIA project aims at upscaling SMEs manufacturing natural products in select clusters in Kenya and Uganda is supported by the Business Scouts for Development Programme (BSfD). The project will provide practical and tailored solutions to the specific challenges posed by the beneficiary SMEs through building their capacity in key skills areas and providing much needed linkages to enhance their competitiveness. The programme is funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, a German development cooperation agency

2.0 Key Project Objectives and Deliverables:

1. To improve the market success chances of SMEs (natural products’ processors) through a holistic scale up approach for increased competitiveness through targeted training and coaching.
2. To create viable linkages for the SMEs with demand creators and financiers through networking and increased access to information.
3. To increase cluster integration of the project clusters (Avocado and Coconut in Kenya; Moringa and Shea in Uganda).
4. To increase opportunities for contract manufacturing.



2.1 The overall objective of Monitoring and Evaluation Assignment

1. Demonstrate knowledge in the Agricultural food clusters, analysis and assessment relating to scaling up of SMEs manufacturing natural products in Kenya and Uganda.
2. Design project baseline survey questionnaire as per project key indicators
3. Provide monitoring and evaluation data parameters, analysis and reports to adequately respond to the project key performance indicators (KPIs).

2.2 Monitoring & Evaluation Project Assignment Deliverables

1. Based on the Results Framework and Monitoring Plan included in the project appraisal report (PAR) and in consultation with the project team and relevant stakeholders, lead the development of a Monitoring and Evaluation Plan (MEP) to monitor, evaluate and report on Project activities, outputs, and outcomes. The Plan should comprise:
 2. A data collection plan prescribing the method for the collection, analysis, use, and management of data for each indicator. The plan should include data collection tools and provide the methodology for ensuring data quality.
 3. A Performance Indicator Tracking Table, providing view of progress achieved for each indicator and facilitating results reporting.
 4. A training plan describing the methodologies for building the capacity of stakeholders in data collection and reporting.
 - i. Demonstrate knowledge in Agricultural food clusters, analysis and assessment scaling up of SMEs manufacturing natural products in Kenya and Uganda.
 - ii. Design project baseline survey questions as per project key indicators
 - iii. Provide monitoring and Evaluation data analysis and reports
 - iv. Demonstrate and understanding of working with SME, S IN manufacturing practices, regional and international markets
 - v. Demonstrate knowledge of cluster operations in the following business practices:
 - vi. Agriculture/Agribusiness, particularly of natural products
 - vii. Manufacturing best practices

Activity 3.0: DATA COLLECTION INDICATORS AS PER PROJECT BASELINE INDICATORS

Based on the Results Framework and Monitoring Plan included in the project appraisal report (PAR) and in consultation with the project team and relevant stakeholders, lead the development of a Monitoring and Evaluation Plan (MEP) to monitor, evaluate and report on Project activities, outputs, and outcomes. The Plan should comprise:

1. A data collection plan prescribing the method for the collection, analysis, use, and management of data for each indicator. The plan should include data collection tools and provide the methodology for ensuring data quality.
2. A Performance Indicator Tracking Table, providing view of progress achieved for each indicator and facilitating results reporting.
3. A training plan describing the methodologies for building the capacity of stakeholders in data collection and reporting.



Activity 3.1: PROJECT KEY M&E CONSULTANT ROLE DELIVERABLES & OBJECTIVES

1. Lead the implementation of the M&E Plan.
2. Produce quarterly technical reports as per the contract agreement.
3. Contribute to the development of high-quality implementation progress reports (IPRs), mid-term review reports (MTR), and project completion reports (PCR);
4. Build the capacities of stakeholders in data collection, use, and reporting tools
5. Facilitate the review of project performance.
6. Manage the process of conducting an independent mid-term evaluation.
7. Provide technical assistance on project activities and initiatives that may be deemed necessary by Invest in Africa.
8. Collaborate with the project team to develop success stories communication plan describing the success and impact of the project to the SME'S on all project activities disseminated, results and lessons learned.
9. Participate in ascertaining the status of implementation of activities, assess the quality of reported data, and make recommendations for improvement where necessary.
10. Collaborate with all other staff, especially, the Project team, to achieve optimum results
11. Report to the project Steering Committee

4.0 RESOURCES AND LOGISTICAL SUPPORT

The consultant will report to the Country Manager Invest In Africa (IIA) Kenya, and work closely with the Project Coordinator and the Project Team, with scheduled weekly reporting meetings.

5.1 Duty Station

The project will cover nationwide in Kenya and Uganda. The geographical spread will be dependent on final eligible SME beneficiaries within the identified 4 clusters.

5.2 Administration Arrangements

IIA will cover administrative costs. The consultant is expected to use his or her own laptop, photography equipment etc.

5.3 Travel Arrangements

During the assignment, Invest In Africa will be responsible for the consultants travel arrangements, and subject to written approval by IIA Kenya.

5.4 Duration

The assignment will take place from April 2022 to October 2022 in adherence to the project timelines.

The project shall allow for a planned total of 22 (twenty-two) working days throughout the duration of the project

Application Deadline: 2nd May 2022



5.5 Payment

Payment will be based on the signed contract, the agreed upon number of days and rate per day of work done. The Consultant will be expected to provide time sheets for work done.

6.0 KEY CONSULTANTS/EXPERTS

For the implementation of the project, the consulting firm is expected to provide a team of key experts as submitted in the Consultants' Expression of Interest (EOI).

7.0 LANGUAGE:

All deliverables shall be in English language. Therefore, excellent English communication skills (oral, written, and presentation) are essential.

Send your application to
Invest in Africa (Kenya)
Kenya.admin@investinafrica.com