



REPUBLIC OF KENYA

THE NATIONAL TREASURY & PLANNING

FINANCIAL SECTOR SUPPORT PROJECT

CONSULTANCY TO ASSESS THE HUMAN RESOURCE CAPACITY AT THE SACCO SOCIETIES REGULATORY AUTHORITY

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

FSSP/PIU/SASRA/54/2018-19

Credit No: 5627 KE
Project ID No: P 151816

1. The Government of Kenya (GoK) has received financing from the World Bank towards the cost of the Financial Sector Support Project (FSSP) whose overall development objective is to strengthen the legal, regulatory and institutional environment for improved financial stability, access to and provision of, affordable and long term financing. It is intended that part of the proceeds of this credit be applied to eligible payments under the contract for consultancy to assess the human resource capacity at the Sacco Societies Regulatory Authority (SASRA) to be implemented over a period of nine (9) months.

2. Objective of the Assignment

The overall objective of this consultancy is to assess the effectiveness and efficiency of the human resource function and to make recommendations to SASRA management on practical long-term solutions and interventions; and provide an implementation roadmap for the suggested solutions to ensure optimal organizational effectiveness.

3. Scope of the Work

The scope of work of the assignment will cover, but is not limited to the tasks described below:

- Conduct a diagnostic review of existing Authority structures in light of its regulatory mandate against best practice;
 - Propose revised structures able to deliver the corporate strategy aimed at capacity enhancement of regulatory effectiveness and enable the Authority meet the demands of a dynamic financial sector and also achieve its principal objectives;
 - Advise on the best options of migrating to the new structures;
 - Develop for implementation an elaborate change management strategy;
 - Assist in Human Resources policy instruments' review including development of a 5-year human resource plan;
 - Review, design and recommend to SASRA's management, performance management system options that ensure objective performance planning and assessment of achievements to enhance productivity aligned to the regulatory mandate;
 - Review the Authority's compensation and benefits structure/allowances and create linkage to performance, recognition and promotions; and identify internal inconsistencies and inequities and make recommendations on how to address them;
 - Develop training framework that will support capacity building, motivation and development at all levels;
4. The National Treasury (the Client), through its Project Implementation Unit (PIU), now invites **eligible consulting firms "Consultants"** to express their interest in providing this service. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience having performed the Service for a similar institution. The consulting firm and its consultants should have extensive experience in human resource management; organizational transformation and change management. The shortlisting criteria are: (a) Consultancy experience; (b) Relevant job assignments undertaken in the last five years in the field of human resource management; (c) Experience in developing/emerging markets.

5. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: *Selection and Employment of Consultants* [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers published in *January 2011* and revised in *July 2014* ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.
6. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.
7. A Consultant will be selected in accordance with Consultant Qualification Selection (CQS) method set out in the Consultants Guidelines.
8. Further information can be obtained at the address below during office hours i.e. 0900 to 1700 hrs.
9. **Expressions of Interest** must be delivered in a written form in plain sealed envelopes with consultancy **reference and name clearly marked on top** in person, by mail or by email to the address shown below or placed in the tender box at our offices on the 7th floor, Anniversary Towers, North Tower.

Postal Address:

Project Implementation Unit
Attention: Procurement Specialist
P.O Box 21190 –00100
Nairobi, Kenya.

Telephone No: +254-20-2210271/4

Physical Address:

Project Implementation Unit
Attention: Procurement Specialist
7th Floor, Anniversary Towers, North Tower.
Building No.19 Monrovia Street/University Way
Nairobi, Kenya.

E-mail: procurement.fssp@piu.go.ke;

10. **Deadline for submission of Expressions of Interest is 13th June 2019 at 1600 hours Kenyan local time.**

PROCUREMENT SPECIALIST
FOR: PRINCIPAL SECRETARY/NATIONAL TREASURY