



THE INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY

Kenya Digital Economy Acceleration Project (KDEAP) ICTA-Program Implementation Unit

REQUEST FOR EXPRESSION OF INTEREST

(Consulting Services – Firms Selection)

Country:	Kenya
Name of project:	Kenya Digital Economy Acceleration Project (KDEAP)
Project No.:	P170941
Credit No:	7289-KE and 7290-KE
Assignment Title:	Consulting Services for Development & Implementation of a Balanced Scorecard System & Change Management Strategy
Contract No.:	KE-ICTA-458656-CS-CQS

- The Government of Kenya has received financing from the World Bank towards the cost of the Kenya Digital Economy Acceleration Project (KDEAP) and intends to apply part of the proceeds for consulting services.
- The consulting services ("*the Services*") include Development & Implementation of a Balanced Scorecard System & Change Management Strategy. The assignment is expected to take Twelve (12) calendar months from the date of contract commencement.
- The detailed Terms of Reference (TOR) for the assignment can be found at the following websites: www.icta.go.ke/tenders and www.tenders.go.ke or can be obtained at the address given below.
- The Information and Communications Technology Authority through the Program Implementation Unit (PIU) now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:
 - Core business and years in business:** The firm must be registered/incorporated as a consulting firm with core business in the field of development and implementation of Balanced Score Card (BSC) systems, change management, performance management systems, or related field for a minimum of ten (10) years.
 - Relevant experience:** The firm shall demonstrate as having successfully executed and completed at least three (3) assignments projects of similar nature both in scope and complexity in a similar operating environment in the last five (5) years. Details of these assignments, including client names and addresses, scope, contract value, contract duration and year/period of assignment, must be provided.
 - Technical and managerial capability of the consulting firm:** The firm shall demonstrate as having the requisite technical capability including relevant equipment, tools, software etc. and managerial capacity to undertake the assignment in the submitted company profile(s).

Key Experts will not be evaluated at the shortlisting stage.

- The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" First Published July 2016 and Revised Fifth Edition September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
- Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
- A Consulting firm will be selected in accordance with the Consultant Qualification Selection (CQS) method set out in the Procurement Regulations.
- Further information can be obtained at the address below during the following office hours 0900 and 1600 hours from Monday to Friday excluding lunch hour (1300 to 1400hours) East African Time (EAT) and public holidays.
- Expression of interest must be delivered in written form by **19th February 2025 at 1000hours EAT** - using one of the following modalities: (i) deposit in the tender box located on 12th Floor, Telposta Towers, Kenyatta Avenue in Nairobi, Kenya or (ii) send by email to: procurement@ict.go.ke and quote the Assignment title and Contract No. in the subject row. For expressions of interest that will be deposited at the tender box, the packages should be clearly marked **Development & Implementation of a Balanced Scorecard System & Change Management Strategy; Contract No. KE-ICTA-458656-CS-CQS**

Address:

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