



**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)**

<b>Country:</b>	<b>Kenya</b>
<b>Name of Project:</b>	<b>Kenya Digital Economy Acceleration Project (KDEAP)</b>
<b>Project No.:</b>	<b>P170941</b>
<b>Credit No.:</b>	<b>7289-KE and 7290-KE</b>
<b>Assignment Title:</b>	<b>Development of Standard Operating Procedures and ISO Certification for Office of Data Protection Commission</b>
<b>Contract No.:</b>	<b>KE-ICTA-388921-CS-QCBS</b>

1. 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.
2. The consulting services ("**the Services**") include Development of Standard Operating Procedures and ISO Certification for Office of Data Protection Commission. The assignment is expected to take Twelve (12) calendar months from the date of contract commencement.
3. The detailed Terms of Reference (TOR) for the assignment can be found at the following website: [www.icta.go.ke](http://www.icta.go.ke) and [www.tenders.go.ke](http://www.tenders.go.ke) or can be obtained at the address given below.
4. 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:
  - a) **Core business and years in business:** The firm shall be registered/incorporated as a consulting firm with core business in the field of implementation of ISO 9001 consultancy or equivalent for a period of a minimum of Seven (7) years.
  - b) **Relevant experience:** The firm shall demonstrate as having successfully executed and completed at least two assignments of similar nature, complexity and in a similar operating environment in the last five years. Details of similar assignments, with name and address of the client, scope, value (if not confidential), and period should be provided and submitted.
  - c) **Technical and managerial capability of the firm:** The firm shall demonstrate as having the requisite technical capacity and managerial capacity to undertake the assignment in the submitted company profile(s), with additional details on team qualifications as indicated below.

**Key Experts will not be evaluated at the shortlisting stage.**

5. 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.
6. 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.
7. A Consulting firm will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.
8. 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.
9. Expression of interest must be delivered in written form by **31<sup>st</sup> July 2024 at 1000hours EAT**. - using one of the following modalities: (i) deposit in the tender box located on 12<sup>th</sup> Floor, Telposta Towers, Kenyatta Avenue in Nairobi, Kenya or (ii) send by email to: [procurement@ict.go.ke](mailto: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 of Standard Operating Procedures and ISO Certification for Office of Data Protection Commission; Contract No. KE-ICTA-388921-CS-QCBS

**Address:**

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**Attn: Deputy Director, Supply Chain Management**