



JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

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REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES IN THE
FORMULATION AND EXECUTION OF THE 2024 TO 2028 AFRICA CENTER OF
EXCELLENCE IN SUSTAINABLE USE OF INSECTS AS FOOD AND FEEDS (INSEFOODS)
STRATEGIC PLAN.

TENDER NO. JOOUST/WB/EOI/01/2022-2023

CLOSING DATE: THURSDAY 23rd March 2023 AT 10.00HRS EAT

REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES IN THE FORMULATION AND EXECUTION OF THE 2023 TO 2028 AFRICA CENTER OF EXCELLENCE IN SUSTAINABLE USE OF INSECTS AS FOOD AND FEEDS (INSEFOODS) STRATEGIC PLAN.

NAME OF THE PROCURING ENTITY: **JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY**

ASSIGNMENT OR CONTRACT TITLE: CONSULTANCY SERVICES IN THE FORMULATION AND EXECUTION OF THE 2024 TO 2028 AFRICA CENTER OF EXCELLENCE IN SUSTAINABLE USE OF INSECTS AS FOOD AND FEEDS (INSEFOODS) STRATEGIC PLAN.

Reference No: JOOUST/WB/EOI/01/2022-2023

1. Background

Africa Centre of Excellence in Sustainable Use of Insects as Food and Feeds (INSEFOODS) at Jaramogi Oginga Odinga University of Science and Technology (JOOUST) is one of the 24 ACEs in eastern and southern Africa participating in the World Bank supported ACE II Project. The objectives of the INSEFOODS Centre include;

- a) Build human resource and infrastructural capacity for research, training and technology development and transfer on insects as food and feed;
- b) Build sustainable local, regional and international partnerships and networks for research, development and training on insects as food and feed;
- c) Develop a biodiversity repository of insects for food and feed in the region;
- d) Develop insect technology incubation and skills transfer hub for teaching and research.

2. Assignment Overview

JOOUST (INSEFOODS) invites Expression of Interest (EOI) from competent and eligible firms to formulate and develop the 2024 to 2028 Africa Center of Excellence in sustainable use of Insects as Food and Feeds (INSEFOODS) strategic plan.

3. The scope of the consultancy shall address the following key assignments:

- i) Facilitate an Introductory/inception meeting with the management on development of Strategic Plan 2023-2028 and have concurrence on the proposed road map.
- ii) Evaluate performance of Strategic Plan 2018-2022 and report on progress against targets, challenges and lessons learnt with clear recommendations.

- iii) Undertake stakeholder mapping, analysis, engagement and consultations for constructive participation and input during the entire process of strategic plan development identifying their roles in implementation of the strategic plan
- iv) Undertake a Situational Analysis of INSEFOODs operational environment and internal systems using appropriate tools (SWOT and PESTEL) documenting assumptions based on current and projected changes to the operational environment (macro and micro).
- v) Review the current statements of purpose including the Vision, Mission, core values, objectives to align with the projected institutional expectations and situational analysis using the balanced score card tool and its perspective.
- vi) Identify and quantify viable strategic directions and activities for accelerated research objective, student's enrolment and commercialization of the centre for sustainability.
- vii) Develop the strategic plan implementation matrix with clear roles, responsibilities, financial costing, monitoring and evaluation plan.
- viii) Hold progress review and feedback workshops with INSEFOODS Management, Development Partners, Key stakeholders and Staff.
- ix) Incorporate feedback from the progress review and feedback workshops to develop final Strategic plan 2024-2028.
- x) Carry out feasibility survey for commercialization of INSEFOODs value chain products
- xi) Develop a commercial venture business plan for INSEFOOOD program

3. Evaluation /Shortlisting Criteria

The shortlisting criteria on required qualifications and experience of the firm are:

- i. Experience in the assignment, including technical and managerial capability of the firm.
- ii. Number of years in business working on the area of the assignment.
- iii. Reference to at least three assignments of similar nature and size carried

out in the last five (5) years. Include persons or institutions and contact addresses (phone, email) who can be contacted on the same.

- iv. Qualifications and Experience of Key Experts shall not be included in the short listing criteria. Key Experts will not be evaluated at the shortlisting stage.

In general bidders will be required to demonstrate with the relevant documents/ evidence on their experience in strategic planning related consultancies on; performance and change management, organizational development, score card development among other areas.

In addition, EOI from qualified and eligible bidders must be accompanied by the following documents:

- Company profile.
- Certificate of business incorporation/ registration.
- An up to date KRA tax compliance certificate
- Reference letters from organizations where similar assignments have been undertaken.

The attention of interested Firms is drawn to the following provisions that will be highlighted in the Request for Proposals to be issued to shortlisted firms.

- i) The firm will be expected to have no conflict of interest with other assignments or its own corporate interests and acting without any consideration for future work.
- ii) The firm has no personal or business relationship with the University's senior management or professional staff.
- iii) A firm or an individual in the firm has not been sanctioned by the Public Procurement Regulatory Authority or are under a suspension or a debarment imposed by any other entity of the Government of Kenya, or any international organization.
- iv) Government-owned enterprises or institutions of Kenya Government, officials and civil servants and employees of public institutions may not be eligible.

4. Submission of EOI Documents

Important

Bidders who download the EOI document must forward their details to proc@jooust.ac.ke in order to facilitate subsequent communication on any clarifications and/or addendum.

EOI response should be addressed to: -

**VICE CHANCELLOR
JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
P.O Box 210-40601 Bondo
Main Campus – Along Ukwala-Bondo Rd, Bondo.**

Tel: 057 2501804

And deposited in the tender box provided at Admin Block, Main Campus – Along Ukwala-Bondo Rd, Bondo, on or before 23rd March 2023. EOI documents shall be opened immediately thereafter at EACII Conference room.