



REPUBLIC OF KENYA

MINISTRY OF FOREIGN AND DIASPORA AFFAIRS

STATE DEPARTMENT FOR FOREIGN AFFAIRS

**TERMS OF REFERENCE FOR ENGAGING CONSULTANTS TO
WORK IN THE SPECIAL TASK FORCE OF THE THRESHOLD
GRANT AGREEMENT AND THE MILLENNIUM CHALLENGE
CORPORATION (MCC) PROGRAMME FUNDED BY THE USA
GOVERNMENT**

APRIL, 2023

TERMS OF REFERENCE (TOR) FOR THE RECRUITMENT OF TWO (2) ECONOMIST CONSULTANTS

The Terms of Reference (TOR) for the recruitment of two (2) Economist Consultant in the State Department for Foreign Affairs to work in the Special Task Force of the Threshold Grant Agreement and the Millennium Challenge Corporation (MCC) Programme funded by the USA Government are as follows: -

1. **Background:** The Government of Kenya has entered into a Threshold Grant Agreement with the Millennium Challenge Corporation (MCC), a bilateral development agency of the US Government. The MCC Programme is aimed at supporting the Government's efforts to address the constraints to economic growth and poverty reduction in the country. To facilitate the implementation of the MCC Programme, a Special Task Force has been established to coordinate and oversee the implementation of the MCC Programme.
2. **Objectives of the Consultancy:** The State Department for Foreign Affairs seeks to recruit two (2) Economist Consultant to work in the Special Task Force of the Threshold Grant Agreement and the Millennium Challenge Corporation (MCC) Programme. The Consultants will provide technical expertise and support to the Task Force, specifically in the areas of economic analysis and policy formulation, with the aim of ensuring the effective negotiation and implementation of the MCC Programme.
3. **Scope of Work:** The Consultants will work under the guidance and supervision of the Special Task Force and will be responsible for performing the following duties:
 - a) provide technical expertise, guidance and support relevant to the team's work;
 - b) support the special task team make informed decisions through participation in meetings and discussions, providing input and insights;
 - c) contribute to the development of reports and presentations to assist the special task team consider different options and approaches;
 - d) provide briefings to facilitate discussions and help the team better understand legal frameworks and provision for negotiations;
 - e) develop structure for accountable entity that will oversee implementation of Threshold Grant Agreement with MCC; and
 - f) any other additional TOR given by the Appointing Authority.
4. **Duration of the Consultancy:** The duration of the consultancy will be for a period of twelve (12) months, with the possibility of extension subject to satisfactory performance and availability of funds.
5. **Reporting:** The Consultant will report to the Chair of the Special Task Force.

6. **Qualifications and Experience:**

- a. Advanced degree (Masters or PhD) in Economics or related field;
- b. At least 7 years of relevant work experience in economic analysis and policy formulation, preferably in the public sector;
- c. Knowledge and experience in the implementation of development programmes, particularly in the areas of economic growth and poverty reduction;
- d. Proven experience in negotiating development projects in public sector at both bilateral and multilateral levels will be an added advantage;
- e. Excellent analytical and writing skills;
- f. Strong interpersonal and communication skills; and
- g. Ability to work effectively in a team.

The evaluation criteria will be **Yes/No** approach. Any consultant that scores a **NO** in any of the requirements will be non-responsive.

7. **Confidentiality:** The consultants are expected to maintain strict confidentiality throughout the engagement, and all information obtained during the review should be treated as confidential and not disclosed to any third party without the prior written consent of the Ministry of Foreign and Diaspora Affairs.
8. **Resources:** The State Department for Foreign Affairs should provide the necessary resources to support the engagements.
9. **Methodology:** The consultants should clearly outline their methodology for technical support, including data collection methods, analysis techniques, and quality control measures.
10. **Conclusion:** The State Department for Foreign Affairs looks forward to a productive engagement with the consultants and expects that they will provide valuable insights into the process through technical expertise and support to the Task Force.

STATE DEPARTMENT FOR FOREIGN AFFAIRS, NAIROBI
APRIL, 2023