



Terms of Reference (TOR) for Consultancy to undertake Parliamentary Oversight Assessment

REFERENCE NUMBER: TIK/PA/002/2022

DESCRIPTION: Parliamentary Oversight Assessment

POSTING DATE: 17th June 2022

DEADLINE FOR SUBMISSION: 25th June 2022

Organizational profile

Transparency International Kenya (TI-Kenya) is a not-for-profit organization founded in 1999 in Kenya with the aim of developing a transparent and corruption-free society through good governance and social justice initiatives. TI-Kenya is one of the autonomous chapters of the global Transparency International (TI) movement that are all bound by a common vision of a corruption-free world. The vision of TI-Kenya is a corruption free Kenya. The mission is to champion the fight against corruption by promoting integrity, transparency and accountability. TI-Kenya's work is currently organized around four strategic focus areas namely, Public Accountability, Policy, Legal and Institutional Frameworks, Social Justice and Economic Accountability and Institutional Development.

Background of the project

TI-Kenya is implementing the Strengthening Accountability Networks among Civil Society (SANCUS) project with financial support from the European Union through the Transparency International Secretariat (TI-S). The project aims to improve democratic accountability of public institutions globally by empowering Civil Society Organisations (CSOs) to demand systemic change to address accountability and anti-corruption deficits. The project involves 21 Transparency International (TI) movement national chapters with TI-Kenya leading the work within the Sub-Saharan Africa region.

As part of our horizontal accountability work under the SANCUS project, TI has developed an assessment tool on parliamentary oversight to be implemented by the TI-Chapters, including TI-Kenya in assessing parliamentary accountability. The assessment tool shall be implemented by several SANCUS national partners, including TI-Kenya.

Purpose and Scope of the Assignment

The assessment, in form of a questionnaire, covers six pillars which are relevant to parliamentary oversight in any political system. These pillars are:

- I. Oversight as a priority for parliament.
- II. Oversight powers and tools for parliament, which looks at various mechanisms such as access to information, summons, oral and written questions, committees of enquiry, vote of no confidence, impeachment, and approval in appointment or dismissal of independent institutions' members.
- III. Oversight opportunities for opposition and independent MPs.
- IV. Financial oversight
- V. Post-legislative scrutiny
- VI. Relationship with other actors to conduct oversight

In drafting the questionnaire, we have identified three types of indicators for each pillar in line with the above objectives:

- Part A: Indicators pertaining to the legal framework (de jure) that provide authority to parliaments to perform oversight.
- Part B: Indicators concerning to practice (de facto) and impact of parliaments in performing oversight activities.

The assessment will involve:

- Desktop review and analysis on areas of assessment.
- Data collection, consolidation and analysis.
- Stakeholder engagements through Key Informant Interviews, Focused Group Discussions, and validation meetings.
- Reporting.

Specific Objectives of the Assignment

1. To assess the levels of parliamentary oversight in terms of mandate, performance and impact.
2. To generate credible evidence that can be used to advocate for strengthening of parliamentary oversight in the gaps identified.
3. To assess the responsiveness from the executive to parliamentary oversight activities and actions.

Key Deliverables

1. Inception report and workplan.
2. Outline of the assessment report and validation report from the stakeholder engagements.
3. A report detailing the assessment results.

Confidentiality of information: All documents and data collected will be treated as confidential and used solely to facilitate analysis. Interviewees will not be quoted in the reports without their consent.

Content: All the required documents and reports in their draft and final versions shall be submitted to TI-Kenya within agreed timelines and shall remain the explicit property of TI-Kenya.

Timelines

The assignment is expected to take 45 working days.

Qualifications /Requirements

1. Master's degree equivalent in Political Science, Public Administration, Law or a related field from a recognized University.
2. Demonstrable experience working with Parliament and Civil Society Organisations over the last five years on similar assignment
3. Demonstrable experience on conducting research and analysis on more less related task/work

Submission of Bids

Qualified candidates are requested to submit the following:

1. A technical proposal detailing your understanding of the scope of work, research methodology and proposed workplan.
2. Comprehensive all-inclusive financial proposal detailing professional, direct and administrative costs with a clear outline on the application of the costs between the consultant and TI-Kenya.
3. CV indicating work experience relevant to the consultancy.
4. At least 2 reference letters from past clients.
5. At least two samples of your past work as indicated in the section above on qualifications – **link or separate attachment.**

NB- Items 1-4 should be submitted as a single document with not more than 12 pages.

Only shortlisted firm or candidate/s will be contacted.

The deadline for submission of expressions of interest is COB on **25th June 2022**. Applications should be sent by **email** to procurement@tikenya.org. Please indicate “**TIK/PA/002/2022-Parliamentary Oversight Assessment**” in the subject line of your email application.

Complaints Process

This call for Expression of Interest does not constitute a solicitation and TI-Kenya reserves the right to change or cancel the requirement at any time during the EOI process. TI-Kenya also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting a reply to a call for EOI does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals will be issued in accordance with TI-Kenya rules and procedures. Any grievances and or complaints arising from the evaluation process and the final tender award can be addressed, in writing, to the Executive Director and the TI-Kenya Tender Complaints Committee.

Executive Director

Transparency International Kenya

Kindaruma Road, Off Ring Road Kilimani, Gate 713, House No. 4

P.O. Box 198-00200, Nairobi

Or Email complaints@tikenya.org