



## Terms of Reference (TOR) for Consultancy to Edit a Report on Corruption Risk Assessment in the Artisanal and Small Scale Mining in Kenya.

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**REFERENCE NUMBER:** TIK/NRCG/003/2023

**ASSIGNMENT:** Editing a Report on Corruption Risk Assessment in the Artisanal and Small Scale Mining (ASM) Sector in Kenya.

**DEADLINE FOR SUBMISSION:** 6<sup>th</sup> September 2023

**POSTING DATE:** 30<sup>th</sup> August 2023

**CONSULTANCY PERIOD:** 10 days

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### Organizational profile

Transparency International Kenya (TI-Kenya) is a not-for-profit organization that seeks to contribute to 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 movement that is bound by a common vision of a corruption-free world. The global movement provides a platform for sharing knowledge and experience, as well as developing strategies to respond to regionally distinct patterns of corruption.

Registered in Kenya in 1999, TI-Kenya has built extensive experience in governance work at the national and county levels. TI-Kenya pursues advocacy, partnership development, strategic litigation, research, capacity building, and civic engagement as core approaches. TI-Kenya contributes to the development of effective, legal, policy, and legislative frameworks and the promotion of national values that support transparency and accountability through four strategic focus areas; Citizen Demand and Oversight, Natural Resources and Climate Governance, Public Finance Management, and Institutional Development.

### Project background

Under the Natural Resource and Climate Governance Programme, TI-Kenya is implementing a project dubbed FAIR for ALL - 'Power of Voices Partnership (PvP), funded by the Ministry of Foreign Affairs- Dutch Embassy through Oxfam in Kenya. The Project aims to achieve fundamental, systemic change through a paradigm shift in the state and the market roles. The project's overall objective is to have "A strengthened civil society, which can create space and mobilise people across geographies, to demand and contribute to more inclusive and sustainable trade and value chains that respect human rights, protect the environment and promote women's economic empowerment.

In Kenya, the project seeks to ensure that communities (with a key focus on grassroots women) from Taita Taveta, Turkana, and Kwale counties where gemstones, gold, and mineral sands respectively are mined, fully benefit from the sector's value chain and have the space to meaningfully engage the private sector and government in securing benefits from these resources. In this regard, conducting a Corruption Risk

Assessment in the Artisanal and Small Scale mining in Kenya with a focus on Taita Taveta, Kwale and Turkana is one of the essential actions to achieve the project's objective.

### **Purpose of the Assignment**

TI-Kenya undertook a study on Corruption Risk Assessment in the Artisanal and Small Scale Mining (ASM) Sector in Kenya and compiled a report. TI-Kenya, therefore, seeks to engage a consultant to edit the completed report.

### **Scope of Consultancy**

Key deliverables are as follows:

1. Standardise and harmonize the report for consistency of presentations and facts.
2. Edit the report for grammar, spelling and punctuation.
3. Format the report to conform with the writing standards and norms of TI- Kenya, with all sections represented properly.

**NB: The report has 90 pages.**

**Duration:** The Assignment is expected to take **10 working days**

### **Qualifications of the Consultant**

Candidates, individuals or firms, should possess the following minimum qualifications:

1. At least a bachelor's degree in Mass Communication/ Journalism, or any other relevant degree.
2. Proven experience of at least 3 years in conducting editorial reviews of reports.
3. Knowledge on Natural Resources and Climate Governance, Corruption Risks or any other relevant thematic areas will be an added advantage.

### **Submission of Bids**

Qualified candidates are requested to submit

1. One document not exceeding 5 pages as an attachment covering both technical and financial proposals.
2. Copy of CV indicating work experience relevant to editing with at least three professional referees.
3. 2 reference letters from previous clients.
4. A sample of your past work as indicated in the section above as a separate attachment (or provide a link).
5. Do not attach your testimonials or certificates.

The application should be sent via email to [consultancyapplication@tikenya.org](mailto:consultancyapplication@tikenya.org) on or before **6<sup>th</sup> September 2023**. Please indicate “**TIK/NRCG/003/2023-Editor Corruption Risk Assessment Report**” in the subject line of your email application. Only shortlisted candidates will be contacted.

### **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 final tender award can be addressed, in writing, to the Executive Director and the TI-Kenya Tender Complaints Committee.

The Executive Director,  
Transparency International Kenya,  
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Or Email [complaints@tikenya.org](mailto:complaints@tikenya.org)