



Terms of Reference for Sound, Entertainment & Program Services during the Integrity Walk 2025.

REFERENCE NUMBER: TIK/IW/004/2025

DESCRIPTION: Terms of Reference for Sound, Entertainment & Program Services during the Integrity Walk 2025

POSTING DATE: 03/09/2025

DEADLINE DATE FOR SUBMISSION: 11/09/2025

Event Background

The Transparency International Kenya Integrity Walkathon, launched in 2017, is a grassroots initiative aimed at raising awareness about the adverse effects of corruption. The 2025 Integrity Walk will be held on **27th September 2025** at **Uhuru Park in Nairobi**.

The event will bring together the Kenyan public, TI Kenya partners, government representatives, civil society and media, and the public to raise awareness on the negative impact of corruption, enhance public awareness and citizen engagement in the fight against corruption and foster a culture of transparency and accountability.

Scope and Purpose of the Assignment

TI-Kenya seeks a firm/service provider to provide Entertainment & Event Program services for the Integrity Walk event. The consultant will provide a complete professional setup to deliver the DJ setup, MC, hype man, sound, and entertainment, energy, engagement, and a memorable experience throughout the Walkathon and enhance visibility and hype on the route with a branded roadshow truck.

Organisational profile

Transparency International Kenya (TI-Kenya) is a not-for-profit organisation dedicated to promoting a transparent and corruption-free society. As an autonomous chapter of Transparency International, TI-Kenya has extensive experience in governance, advocacy, strategic litigation, civic engagement, and research to ensure evidence-based interventions.

Scope and purpose of the assignment

The Integrity Walkathon seeks to bring together the Kenyan public, TI Kenya partners, government representatives, civil society and media, and the public to raise awareness on the negative impact of corruption, enhance public awareness and citizen engagement in the fight against corruption and foster a culture of transparency and accountability.

TI-Kenya seeks a consultant to provide Sound, Entertainment & Program Services during the Integrity Walk 2025 for the event to be held on 27th September 2025 at Uhuru Park in Nairobi, Kenya.

Specific tasks for the consultant

The consultant will work with TI-Kenya's communications team to set up, coordinate and execute the event

from **26th September** till **27th September 2025 at 5pm**. Working to an agreed schedule the consultant will be required to:

- **Event Entertainment & Program Management**

- Provide a **professional DJ setup** including sound system, DJ decks, mixers, microphones, speakers, and backup equipment.
- Deploy an experienced **DJ** to curate and mix appropriate music that resonates with the theme of integrity, motivation, and energy for diverse participants.
- Provide a **professional Master of Ceremonies (MC)** with experience in corporate and public events to guide the program, ensure smooth flow of activities, and deliver key messages.
- Provide a **hype man/entertainment crew** to energize and engage participants throughout the walkathon.
- Incorporate creative and interactive entertainment & fitness elements (e.g., chants, short performances, wellness moments, or motivational segments) to maintain momentum.

- **Roadshow Truck Branding & Activation**

- Supply a **branded 40ft roadshow truck** fully equipped with sound, and technical support.
- Ensure high-quality **branding and visibility** of the Integrity Walk (including TI Kenya logos, sponsors' logos, key messages, and hashtags).
- Strategically position and move the roadshow truck along the walk route to amplify sound, hype, and visibility.
- Use the truck platform for **live MC interactions, music, and announcements** during the walk.

- **Engagement & Experience**

- Create and sustain an **energetic and motivational atmosphere** throughout the event to keep participants engaged from start to finish.
- Coordinate short program highlights (e.g., energizers, call-and-response chants, participant spotlights, wellness trivia).
- Collaborate with the TI Kenya event team to **integrate key messages on integrity, accountability, and anti-corruption** into the entertainment flow.

- **Technical Support & Contingency Planning**

- Provide technical crew for setup, operations, and troubleshooting during the event.

- Ensure **backup systems** (sound, power, microphones) are in place to avoid disruptions.
- Conduct **pre-event testing** and soundcheck at the venue/route before the walk.
- **Coordination & Reporting**
 - Work closely with TI Kenya's Event committee to align program flow and entertainment with the day's objectives.
- Provide a **post-event report** capturing highlights, challenges, recommendations, and participant engagement outcomes.

Key deliverables

The Consultant/Firm shall deliver the following:

- **Professional DJ setup** with complete sound system, tested and ready for the event.
- **Experienced DJ, MC, and hype man** to run the entertainment program and ensure active engagement.
- **Branded 40ft roadshow truck** fully functional and deployed on the route during the walk.
- **Seamless entertainment program** that integrates music, hype, and key messaging aligned with the Integrity Walk theme.
- **On-route visibility and engagement**, including amplified announcements, music, chants, and interactive moments to energize participants.
- **Technical crew** on-site throughout the event to manage sound, equipment, and truck operations.
- **Backup systems** to ensure uninterrupted sound and entertainment flow.
- **Pre-event testing and soundcheck** prior to the start of the walk.
- **Post-event report** documenting delivery of services, participant engagement, and recommendations for future events.

Duration of the assignment: 1 day

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Qualifications and attributes required.

- Proven experience in **event entertainment management**, including provision of DJ, MC, hype man, and roadshow services for large-scale corporate, NGO, or public events (minimum 3 similar events in the last 3 years).
- Ownership or guaranteed access to a **branded 40ft roadshow truck** equipped with professional sound, stage, and branding capabilities.
- Availability of a **qualified and experienced DJ** with a diverse repertoire, able to adapt music to different audiences and event moods.

- Engagement of a **professional MC and hype man** with experience in managing diverse audiences and delivering key messages in an engaging manner.
- Access to and ability to provide **high-quality sound equipment** (speakers, mixers, microphones, backup power, etc.) suitable for outdoor events.
- Demonstrated ability to integrate **branding, entertainment, and advocacy messaging** into entertainment programming.
- Proven capacity to handle **technical support, troubleshooting, and contingency planning** during live events.

Application Process

- Qualified firms should submit their expressions of interest in one combined document (PDF) of not more than 15 pages covering technical (Understanding of the assignment) and financial aspects tax inclusive. Individuals should submit their CVs indicating work experience relevant to the consultancy as well as tax compliance certificates.
- 2 reference letters from previous client
- Firms to attach company profile, current tax compliance certificate, CR12 form, certificate of incorporation and business permit.
- Provide evidence of samples/similar assignments undertaken (please provide a link (s) or as an attachment)

Submission of Bids

Qualified candidates are requested to submit one document not exceeding 15 pages as a single attachment covering both technical and financial aspects, camera model (s) you will use, at least three professional referees and at least 3 links to previous work done. Do not attach your testimonials or certificates. Only shortlisted candidate/s will be contacted. The deadline for submission of expressions of interest is **11/09/2025**. Applications should be sent by email to consultancyapplication@tikenya.org Please indicate “**TIK/IW/004/2025 - Videography and Photography Services**” on the subject line in your email application. Only shortlisted candidates will be contacted.

Complaint's 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 as wells as the TI-Kenya Tender Complaints Committee.

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