



2ND MAY 2019

Terms of Reference – Monitoring and Evaluation Consultant

About Mzalendo

Mzalendo is a non-partisan entity that keeps an eye on Kenyan Parliament with a mission to facilitate public participation in Parliamentary processes through information sharing, research and networking. Our vision is to see Informed, Empowered and Engaged citizens transforming society by holding their leaders to account. Mzalendo was an initiative started in the form of a blog in 2005 and registered as a trust in late 2013.

About the Project

With support from the Netherlands Institute for Multiparty Democracy (NIMD) Mzalendo will implement a project titled, *Civil Society Organizations Impact Kenya's Policy Making and Governance in 2019*. The project seeks to deepen the linkage between the public and political actors, enhance access to information on Parliamentary decisions and further, document the contribution of special interest groups in Parliament.

Background information

Article 93 of the Constitution establishes the institution of Parliament. Among the roles of Parliament is the protection of the constitution and the democratic space. The Constitution guarantees the right to public participation in the legislative process. Article 118 (1) (a) provides that Parliament shall conduct its business in an open manner, and its sittings and those of the committees shall be open to public. Part (b) of the same article provides that parliament shall facilitate public participation and involvement in the legislative and other business of Parliament and its committees.

The Constitutional safeguards provide the public with the right to submit written memoranda on proposed legislation and Parliament proceedings are availed to the Public through livestreaming. Article 33 guarantees the freedom of expression, including the right to seek, receive or impart information or ideas including during public participation processes.

Article 35 of the Constitution also provides for the right to Access information held by state organs, including information required for meaningful public participation.

Objective and scope of Work – M & E Consultant

Mzalendo seeks to engage an M & E consultant to undertake a baseline study and generate outputs that will inform project planning, review and implementation.

Proposed Methodology

The consultants in collaboration with the project team will:

- Agree on methodology of the assignment, prepare relevant tools putting into consideration the objectives and timelines of the project.
- Prepare for and conduct the baseline study.
- Present findings and recommendations of the study.

Key deliverables

- Tools to be applied during the study
- A baseline study report
- An implementation plan

Profile of the Consultant

The consultant will be required to demonstrate –

1. Good understanding of Parliamentary Affairs;
2. Relevant experience of at least 5 years;
3. Relevant expertise e.g. FGDs and KII methodologies
4. Relevant professional/educational qualifications
5. Ability to work within strict timeframes;
6. Availability during engagement period;
7. High level of professional integrity.
8. Good communication skills

Consultancy days

The consultancy days for this assignment shall be 20 days. A final report shall be made available to Mzalendo on or before **14th June 2019**.

How to apply

1. The consultant is required to submit a proposal of no more than 7 pages to include a brief résumé highlighting relevant background and experience of not more than 2 pages;
2. The consultant will also prepare a brief proposal including methodology, proposed outputs, budget, and profile of the team to be involved in this assignment.
- 3. The proposal and email subject will be clearly labeled with respect to the relevant consultancy and send to community@mzalendo.com by 17th May 2019 COB.**
4. The application subject line should clearly indicate the position you are applying for.
5. Any clarification to be emailed to community@mzalendo.com.

Canvassing will result in immediate disqualification. Only shortlisted applicants will be contacted