**Request for Proposals for Assessment Support**

**INTRODUCTION**

The purpose of this Request for Proposals (RFP) is to invite prospective service providers to submit a proposal for an upcoming opportunity requiring facilitation and assessment activities for the Fiscal Accountability and Sustainable Trade (FAST). Facilitation and data collection activities will be conducted between October 15, 2020 – January 15, 2021.

**GENERAL INFORMATION**

DevTech Systems, Inc. (DevTech) is an international consulting firm dedicated to development, with 35 years of experience providing advisory services and technical assistance to government, private sector, and civil society stakeholders in more than 100 countries. DevTech core practice areas include: Economic and Data analysis, Monitoring and Evaluation, Education and Youth Development, Gender and Inclusive Development, and Public Financial Management.

DevTech Systems, Inc. is USAID’s prime contractor partner of the FAST Task Order. FAST will be conducting assessment of Kenya’s overall ability to negotiate and implement a comprehensive, high-standard free trade agreement with the United States, including identification of existing gaps and recommendations to guide capacity building efforts as part of an assistance strategy to be considered by the Government of Kenya (GOK), USAID, and key U.S. Government departments and agencies

**DESCRIPTION OF ACTIVITIES**

DevTech is requesting proposals from organizations to provide facilitation and support on the assessment. Proposals must include two facilitators (scopes of work at attached to this RFP).

The assessment will:

1. Identify the economic policy, legal, institutional and other constraints that Kenya may face in negotiating and concluding a comprehensive, high-standard FTA with the United States;
2. Identify economic policy, legal, institutional and other constraints that Kenya may face in implementing a potential comprehensive, high-standard FTA;
3. Assess legal readiness, institutional readiness, and public support for the negotiating areas noted below;
4. Identify and catalogue ongoing aid-for-trade and trade capacity building assistance Kenya is currently receiving from USAID and other sources
5. Identify and prioritize new TCB assistance activities that would be recommended to meet unaddressed constraints; and,
6. Estimate resource requirements with proposed timing for recommended TCB assistance activities.

The assessment should address the following negotiating areas envisioned in a potential U.S.-Kenya FTA:

|  |  |
| --- | --- |
| 1. Trade in Goods (including industrial and agricultural goods) 2. Sanitary and Phytosanitary Measures (SPS) 3. Customs and Trade Facilitation 4. Rules of Origin 5. Technical Barriers to Trade (TBT) 6. Good Regulatory Practices 7. Trade in Services (including telecommunications and financial services) 8. Digital Trade in Goods and Services and Cross-border Data Flows | 1. Foreign Investment 2. Intellectual Property 3. State-Owned and Controlled Enterprises (SOEs) 4. Subsidies 5. Competition Policy 6. Labor 7. Environment 8. Anti-Corruption 9. Trade Remedies 10. Government Procurement 11. Dispute Settlement |

**Tasks:**

1. Obtain necessary documents and information to conduct the assessment
2. Facilitate meetings with stakeholders in Kenya to inform the assessment.
3. Work together with the FAST international consultants prepare the assessment.

**REQUIREMENTS FOR THE PRESENTATION OF PROPOSAL:**

The offeror must provide the following information in order for their proposal to be considered:

1. Technical Proposal (which will be submitted English) that includes:

(b) A list of previous similar work (maximum of 2 pages), include name, address, email and phone number of point of contact

(c) End products of at least two similar consulting projects (no page limit).

(d) Documents to submit:

- CVs of all proposed Consultants.

- Letter of commitment of the offeror

- Technical and cost proposal.

The proposal must detail how the service delivered to DevTech will be of the highest quality and that the process will be monitored frequently to ensure quality control. Offerors must detail mechanism that will ensure the highest quality of their services.

1. The cost proposal (which will be submitted in English) should include total cost and cost per consultant. The offer must provide a detailed breakdown of all costs as well as accompanying notes providing an explanation of all proposed costs. Proposal should be submitted in US dollars.

**EVALUATION FACTORS**

Proposal evaluation will include the following:

* Proposed Staff
* Organizational qualifications
* Proposed Cost

**SUBMISSION OF PROPOSAL**

**Questions on this proposal should be sent to DevTech by 5 pm Eastern Standard Time on October 14, 2020 to** [**wrosado@devtechsys.com**](mailto:wrosado@devtechsys.com)**. Technical and Cost proposals should be submitted in one email as attachments to** [**wrosado@devtechsys.com**](mailto:wrosado@devtechsys.com) **by 5 pm Easter Standard**

**POSITION: Consultant**

**OPENINGS: 2**

**TYPE: Short-Term Technical Assistance**

**LOCATION: Kenya**

**LOE: 30 days per Consultant**

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**OVERVIEW**

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**REQUIRED EXPERIENCE:**

* An advanced academic degree
* At least 5 years of proven work experience in topics related to the negotiating areas envisioned in a potential U.S.-Kenya FTA
* Knowledge of the regulatory framework of Kenyan international trade
* Full professional proficiency in English