Habitat for Humanity® Kenya

Enabling Low-Income Families Access **Decent** & **Affordable** Shelter

TERMS OF REFERENCE

END OF PROJECT EVALUATION

Project Title: Improving Resilience to Climate Change for Rural People in the Semi-Arid Regions of Laikipia County, Kenya

Project Location:

Solio Settlement, Laikipia County, Kenya

(Bahati, Baraka, Mukandamia, Mathingira,)

November 12, 2026

1. Background and Rationale

Habitat for Humanity Kenya (HFHK), an affiliate of Habitat for Humanity International (HFHI), has been operating in Kenya since 1982 with a mission to contribute towards a world where everyone has a decent place to live. For over four decades, HFHK has worked with low-income and vulnerable households and communities to improve access to decent, affordable, safe, and resilient housing and related basic services.

HFHK applies an integrated approach that recognises housing as more than physical structure and as an important foundation for improved health, dignity, safety, education, economic wellbeing, and resilience. Its programming therefore addresses interconnected housing challenges through interventions in housing and habitability, water, sanitation and hygiene (WASH), land and tenure security, financial inclusion, livelihoods, climate resilience, community capacity strengthening, and policy and systems influence.

Over the years, HFHK has implemented programmes across 18 counties in Kenya, working in partnership with national and county governments, communities, civil society organisations, private-sector actors, development partners, and other stakeholders. HFHK's programming places particular emphasis on community participation and ownership, gender equality and social inclusion, safeguarding, accountability, sustainability, and strengthening local institutions and systems.

With financial support from the German Federal Ministry for Economic Cooperation and Development (BMZ) and the German Lions Foundation (SDL), HFHK implemented the project **"Improving Resilience to Climate Change for Rural People in the Semi-Arid Regions of Laikipia County, Kenya"** between 15 September 2023–15 January 2026 in Solio Settlement, Laikipia County. The project was designed to strengthen the resilience of vulnerable rural households against the adverse impacts of climate change through integrated interventions in water, sanitation and hygiene (WASH), climate-smart agriculture, livelihoods, environmental conservation and institutional strengthening.

The project directly targeted **2,270 vulnerable households** while working closely with the County Government of Laikipia, Community-Based Organizations (CBOs), Farmer Field Schools (FFSs), Water User Committees, Community Health Promoters (CHPs), schools, women's groups, youth groups and other community structures to improve resilience and promote sustainable development.

The project focused on four key outcome areas:

1. Improved access to safe and adequate water and sanitation services.
2. Improved sanitation and hygiene practices in schools and communities.
3. Enhanced household livelihoods through climate-smart agriculture and financial inclusion.
4. Strengthened institutional capacity, environmental conservation and community resilience to climate change.

Key interventions included rehabilitation and development of water infrastructure, strengthening water governance systems, hygiene promotion through PHAST and CHAST methodologies, establishment of Farmer Field Schools, promotion of climate-smart agriculture technologies,

establishment and strengthening of Self-Help Groups, women's economic empowerment, environmental restoration and institutional capacity development for sustainable management of project investments.

Throughout implementation, HFHK adopted a participatory approach by working closely with county government departments, community institutions and development partners to promote ownership, sustainability and alignment with county development priorities. Continuous monitoring, routine supervision and stakeholder engagement enabled the project to adapt implementation strategies while tracking progress against planned outputs and outcomes.

Following completion of the project, Habitat for Humanity Kenya intends to undertake an independent End of Project Evaluation to assess the overall performance of the project and determine the extent to which it achieved its intended objectives and contributed to improving the resilience of target communities.

The evaluation will provide evidence on project relevance, coherence, effectiveness, efficiency, impact and sustainability in line with the OECD-DAC Evaluation Criteria. It will also document lessons learned, promising practices and recommendations to inform future programming while providing accountability to BMZ and SDL, project stakeholders, and the communities served.

2. Purpose, Objectives and Use

2.1 Purpose

The purpose of the evaluation is to assess the project's overall performance against the OECD-DAC Evaluation Criteria of relevance, coherence, effectiveness, efficiency, impact and sustainability. The evaluation will determine the extent to which the project achieved its intended results and contributed to improving the resilience of vulnerable households.

The evaluation will also generate evidence on lessons learned, promising practices and recommendations to inform future programme design and implementation while strengthening accountability to the donor, project stakeholders and target communities.

2.2 Specific Objectives

The specific objectives are to:

1. Assess the relevance of the project in addressing the priority needs of the target communities and its alignment with national, county and HFHK strategic priorities.
2. Assess the coherence of project interventions with government policies, development partner initiatives and other programmes implemented within the project area.
3. Determine the effectiveness of project implementation in achieving planned outputs, outcomes and the overall project objective.
4. Assess the efficiency of project implementation, including the utilization of financial, technical and human resources.
5. Assess the impact of project interventions on household resilience, water access, sanitation and hygiene, climate-smart agriculture, livelihoods and institutional capacity.
6. Assess the sustainability of project outcomes, infrastructure, community institutions, governance systems and behaviour changes beyond the project period.

7. Assess the effectiveness of accountability mechanisms, including community participation and the Complaints and Feedback Mechanism (CFM).
8. Document lessons learned, innovations, promising practices, and effective approaches from the project, including evidence of their outcomes, influence on stakeholders and systems, and adoption or replication by other actors, to inform future climate resilience programming.

2.3 Evaluation Scope

The evaluation will cover the entire implementation period of the project from 15th September **2023 to 15th January 2026** and assess progress towards the achievement of the project goal, outcomes, and outputs.

The geographical scope of the evaluation shall include all project intervention areas within Solio Settlement, Laikipia County, covering beneficiary households, schools, Farmer Field Schools, Community-Based Organizations, Self-Help Groups, Water User Committees, Social auditors, water infrastructure and other institutions supported by the project.

The evaluation shall assess all thematic areas implemented under the project including:

1. Water supply, use and management.
2. Household and school sanitation.
3. Hygiene promotion.
4. Climate-smart agriculture and sustainable water resource management.
5. Household livelihoods, income diversification and food security.
6. Social Inclusion and Gender Equality.
7. Financial Inclusion and impact on income
8. Environmental conservation.
9. Institutional strengthening and support of community governance systems.
10. Disaster Risk Reduction and community resilience.
11. Climate change adaptation and mitigation.
12. Community participation, accountability and inclusion.
13. Sustainability and Exit Readiness
14. Governance and Community Management systems
15. Market systems and value chain development

Cross-cutting themes including gender equality, youth participation, disability inclusion, safeguarding and environmental sustainability shall be considered throughout the evaluation.

3. Evaluation Questions and Criteria

The End of Project Evaluation will be guided by the **OECD-DAC Evaluation Criteria**. The consultant shall develop a detailed Evaluation Matrix during the inception phase indicating the indicators, data sources, data collection methods and analysis plan for each evaluation question.

3.1 Relevance

The evaluation shall assess the extent to which the project responded to the priority needs of vulnerable households and remained appropriate throughout implementation.

The evaluation should answer, but not be limited to, the following questions:

1. To what extent did the project design respond to the climate resilience needs of vulnerable households in Solio Settlement?
2. Were the selected interventions appropriate for addressing challenges related to water access, sanitation, climate-smart agriculture and household livelihoods?
3. To what extent were the needs of women, youth and vulnerable groups considered during project design and implementation?
4. How responsive was the project to emerging needs and contextual changes during implementation?

3.2 Coherence

The evaluation shall assess the extent to which project interventions complemented county government priorities and other development initiatives.

The evaluation should answer the following questions:

1. To what extent was the project aligned with Kenya's Climate Change Act, Vision 2030, County Integrated Development Plan (CIDP) and relevant sector policies?
2. To what extent did the project complement interventions implemented by the County Government and other development partners?
3. Were partnerships with government departments, Community-Based Organizations and community institutions effective?
4. Did the project strengthen coordination among key stakeholders involved in climate resilience programming?

3.3 Effectiveness

The evaluation shall determine the extent to which the project achieved its planned outputs, outcomes and overall objective.

The consultant should assess achievement of the following indicators and the results:

Outcome 1: 2,270 vulnerable households have year-round access to safe, adequate water and sanitation services.

Key questions is to what extent has:

1. To what extent did access to safe water improve?
2. Has the quantity and reliability of water supply improved throughout both dry and rainy seasons?
3. How did water use for HH and farming change?
4. Did travel time and distance to water sources reduce?
5. Are rehabilitated and newly developed water facilities functional?
6. Are Water User Committees effectively managing water infrastructure?
7. To what extent have communities demonstrated ownership of the water infrastructure?
8. How have management and accountability of water suppliers changed?
9. Have household sanitation and hygiene practices improved?
10. Have hygiene promotion approaches (PHAST/CHAST) resulted in sustained behaviour change?

11. Do trained artisans in latrine construction report a demand of their services?

Outcome 2: Schoolchildren have improved access to safe sanitation and hygiene services.

Key questions is to what extent has;

1. Have sanitation facilities in schools improved and met SPHERE standards?
2. Are the school sanitation facilities properly utilized and maintained?
3. Has access to handwashing facilities increased?
4. Has improved WASH facilities contributed to reduced absenteeism among learners?
5. Are teachers and school management actively supporting hygiene promotion and facility maintenance?
6. Have menstrual hygiene management interventions improved school attendance and dignity among girls?
7. Have MHM practices of girls and women changed?
8. Are environmental, school health and girls clubs functioning effectively?

Outcome 3: Women smallholder farmers have improved livelihoods through climate-smart agriculture and financial inclusion.

Key questions to what extent has;

1. To what extent have Farmer Field Schools strengthened farmers' knowledge and adoption of climate-smart agriculture?
2. Have households adopted promoted climate-smart agricultural technologies?
3. Have household agricultural productivity and food security improved?
4. Have Self-Help Groups improved savings, access to credit and household resilience?
5. Have household income increased as a result of project-supported livelihood activities?
6. Have women increased participation in household and community decision-making?

Outcome 4: Local government, community institutions and communities have strengthened climate resilience and disaster risk reduction capacity.

Key questions to what extent has;

1. Have Community-Based Organizations strengthened their institutional capacity?
2. Are Technical Working Groups and community governance structures functioning effectively?
3. Have communities adopted climate change adaptation and disaster risk reduction practices? How many of the planted trees did survive?
4. To what extent has community ownership of project investments been strengthened?
5. Are community institutions capable of continuing project activities without external support?
6. What lessons and best practices emerged that can be replicated or scaled by government and development partners?

3.4 Efficiency

The evaluation shall assess how efficiently project resources were converted into results.

Key questions to what extent has;

1. Were project resources used efficiently to achieve planned results?
2. Were implementation arrangements appropriate?
3. Were activities implemented within the planned schedule and budget?
4. Were partnerships effective in delivering project outcomes?
5. Did the project demonstrate value for money?

3.5 Impact

The evaluation shall assess to what extent have intended and unintended changes attributable to the project.

The consultant should examine changes relating to: Household resilience to climate change, household income and livelihoods, food security, water security, household sanitation and hygiene, women's empowerment, environmental conservation, community capacity, institutional strengthening, social cohesion/ inclusion, and household wellbeing.

3.6 Sustainability

The evaluation shall assess the likelihood that project benefits will continue after completion.

Key questions to what extent

1. Are water facilities functional and adequately maintained?
2. Are operation and maintenance systems in place? Do they leverage a sufficient amount of income to sustain the infrastructure for the next 10-20 years?
3. Are community structures capable of sustaining project investments?
4. Have promoted behaviours been institutionalized?
5. Is the County Government providing continued technical support?
6. What risks may threaten sustainability?

3.7 Cross-Cutting Themes

The evaluation shall assess how effectively the project integrated cross-cutting themes throughout implementation.

The consultant shall assess to what extent:

1. Gender Equality (women's participation, women's leadership, and access to productive resources).
2. Youth (youth participation, employment opportunities, and skills development).
3. Disability and Inclusion (participation of persons with disabilities, accessibility of project services, and inclusion of vulnerable households).
4. Accountability (community participation, effectiveness of the Complaints and Feedback Mechanism, transparency, and beneficiary satisfaction).
5. Environmental Sustainability (natural resource conservation, tree planting, sustainable water management, and climate adaptation).

3.8 Learning

The evaluation should identify key lessons learned, best practices, innovations, successful implementation approaches, areas requiring improvement, and recommendations for future BMZ programming.

4. Methodology

The End of Project Evaluation will adopt a **mixed-methods approach**, combining quantitative and qualitative methods to assess the project's relevance, coherence, effectiveness, efficiency, impact and sustainability in accordance with the OECD-DAC Evaluation Criteria.

A. Data Collection Components

1. Secondary Documentation: The consultant shall undertake a comprehensive review of project documentation to inform the evaluation. The desk review will provide contextual information and support triangulation of findings from primary data collection.
2. Qualitative Data: Qualitative methods will be used to capture stakeholder experiences, perceptions and opinions regarding project implementation, outcomes, sustainability and lessons learned.
3. Quantitative Data: Quantitative data shall be collected through structured household surveys to assess project performance against baseline values and project targets.

The consultant shall propose an appropriate sampling methodology and justify the sample size in the Inception Report.

B. Data Quality Assurance

The consultant shall ensure data quality throughout the evaluation process by:

- Pre-testing and pilot-testing all data collection tools before deployment.
- Training enumerators and supervisors on tools, protocols and research ethics.
- Conducting daily field-level data review, spot-checks and back-checks during data collection.
- Using digital data collection platforms with built-in validation checks to minimise entry errors.
- Cross-verifying qualitative and quantitative findings through triangulation.

C. Data Analysis

Quantitative data shall be analysed using appropriate statistical software such as **SPSS, STATA, R**. While qualitative data shall be analysed using thematic content analysis to identify emerging themes, patterns and explanatory narratives.

The consultant shall triangulate findings from primary and secondary data sources to generate credible evidence on project performance, lessons learned and recommendations for future programming.

The consultant shall compare findings against the baseline survey, project targets and routine monitoring data to determine the extent of project achievements.

D. Ethical Considerations

The evaluation shall adhere to internationally accepted ethical standards.

All information collected during the evaluation shall remain the property of Habitat for Humanity Kenya and shall not be shared without prior written authorization.

5. Process

The End of Project Evaluation will be conducted through five key phases to ensure systematic planning, implementation, validation and reporting of findings.

The evaluation shall be implemented through the following phases:

Phase	**Key Activities**
Inception	Desk review, inception meeting, development of methodology and tools, submission of inception report.
Data Collection	Household survey, KIIs, FGDs, observations and field verification.
Data Analysis	Data cleaning, coding, analysis and preparation of draft report.
Validation	Presentation of preliminary findings and incorporation of stakeholder feedback.
Final Reporting	Submission of the Final Evaluation Report, presentation and supporting documentation.

6. Outputs and Deliverables

The consultant shall produce the following deliverables throughout the evaluation assignment. All reports shall be submitted in English and in both editable Microsoft Word and PDF formats.

1. **Inception Report:** The consultant shall submit an Inception Report, within the agreed timeline, demonstrating a clear understanding of the assignment. The report shall include detailed evaluation methodology, sampling strategy, evaluation matrix, detailed work plan, data collection tools, data analysis plan, data quality assurance mechanisms, and risk mitigation measures.
2. **Draft Evaluation Report:** The consultant shall submit a Draft End of Project Evaluation Report presenting preliminary findings, conclusions, and recommendations. The draft report shall be presented to HFHK for review and quality assurance before validation.
3. **Validation Workshop:** The consultant shall facilitate a validation workshop with HFHK staff and key stakeholders to present the draft findings and receive feedback.
4. **Final Evaluation Report:** The consultant shall submit a Final End of Project Evaluation Report incorporating all agreed comments from HFHK and other stakeholders. The final report shall clearly demonstrate: Achievement of project outputs and outcomes, performance against OECD-DAC Evaluation Criteria, lessons learned, promising practices, and practical recommendations for future programming.

5. **Supporting Documentation:** The consultant shall submit the following together with the Final Report: Clean quantitative dataset, qualitative interview transcripts or summaries, approved data collection tools, PowerPoint presentation, Photographs where applicable, and any other supporting documentation generated during the evaluation.

7. Expertise Profile of the Evaluation Team

HFHK is seeking an experienced consulting firm with demonstrated expertise in evaluating donor-funded development programmes.

The Lead Consultant should possess the following qualifications:

- A minimum of a Master's degree in Monitoring and Evaluation, Development Studies, Development Economics, Agricultural Economics, Statistics, Climate Change and Environmental Studies, Agriculture, Natural Resource Management, Public Health, or another relevant development-related discipline.
- At least 7 years' experience in monitoring, evaluation, research, or programme assessment, with demonstrated experience leading endline, final, or end-of-project evaluations of development programmes.
- Demonstrated experience conducting independent evaluations of donor-funded programmes, preferably BMZ-funded projects or programmes supported by comparable bilateral, multilateral, or international development partners.
- Demonstrated knowledge and practical application of the OECD-DAC Evaluation Criteria.
- Proven experience in conducting mixed-methods evaluations.
- Strong quantitative and qualitative research skills.
- Experience in analysing data using statistical software such as SPSS, STATA or R.
- Demonstrated experience in WASH, climate resilience, agriculture, livelihoods, governance or community development programmes.
- Excellent analytical, facilitation and report-writing skills.
- Knowledge of participatory evaluation methodologies.
- Good understanding of research ethics, safeguarding and data protection.
- Excellent communication and stakeholder engagement skills.
- Fluency in English. Knowledge of local languages spoken within the project area will be an added advantage.

8. Roles and Responsibilities

a) Consultant/Firm

The consultant shall:

- Submit a technical and financial proposal in response to these Terms of Reference.
- Review all relevant project documents.
- Prepare and submit the Inception Report.
- Develop quantitative and qualitative data collection tools.
- Recruit and supervise enumerators where applicable.
- Conduct training for data collectors.

- Undertake field data collection.
- Ensure quality assurance throughout the evaluation.
- Analyse quantitative and qualitative data.
- Prepare draft and final evaluation reports.
- Facilitate the validation workshop.
- Submit all agreed deliverables within the agreed timelines.
- Maintain confidentiality of all project information and data.

b) Habitat for Humanity Kenya

HFHK shall:

- Provide technical oversight throughout the evaluation.
- Facilitate access to relevant project documents.
- Support coordination with County Government and community stakeholders.
- Review and approve the Inception Report and data collection tools.
- Review the Draft Evaluation Report and provide comments.
- Organize the validation workshop.
- Review and approve the Final Evaluation Report.
- Process payments in accordance with the contractual agreement.

9. Tentative Timetable

Milestone	Key Activities	Timeline
Inception Phase	Inception meeting, desk review and development of methodology	Week 1
Tool Development	Finalization and pre-testing of tools	Week 1
Data Collection	Household survey, KIIs, FGDs and observations	Week 2 & 3
Data Analysis	Data cleaning, analysis and preparation of draft report	Week 4
Validation	Validation workshop and incorporation of comments	Week 5
Final Reporting	Submission of Final Evaluation Report and supporting documents	Week 6

10. Evaluation Criteria

TENDER EVALUATION CRITERIA – BMZ/SDL (LIONS) END OF PROJECT EVALUATION

Project: Improving Resilience to Climate Change for Rural People in the Semi-Arid Regions of Laikipia County, Kenya – Solio Settlement (Bahati, Baraka, Mukandamia and Mathingira), implementation period 15 September 2023 – 15 January 2026.

The proposals submitted by consulting firms in response to the Terms of Reference (TOR) shall be evaluated in the following three (3) stages:

1) Mandatory Requirements Check;
2) Technical Evaluation; and
3) Financial Evaluation.

1. Mandatory Requirements Check

These are mandatory documents to be attached to the proposal. In line with Section 10 of the TOR, this assignment is open to consulting firms ONLY; proposals from individual consultants will not be considered. Absence of any of these documents will lead to the bidder being disqualified, and the bid will not proceed to the next stage of evaluation.

Schedule-1: Mandatory Requirements

Item	Requirement	Yes / No	Comments
1.	Certificate of Incorporation / Registration of the consulting firm		
2	Valid Tax Compliance Certificate		
3	Current CR12 of the consulting firm		
4	Company profile of the consulting firm		
5	Technical proposal and separate financial proposal, as required under Section 10 of the TOR		

2. Technical Evaluation Criteria

The technical evaluation is weighted out of 100 points with a pass mark of 70 points. Any bidder scoring 70 points and above in the technical evaluation will be considered for the financial evaluation stage. Any bidder scoring below 70 Points in the Technical Evaluation will be disqualified from further evaluation.

Schedule-2: Technical Evaluation Summary

	Scoring Criteria	Maximum Possible Points	Bidder's Score	Comments
Item	Requirements			
1.	**Lead Consultant – Academic Qualification:** Minimum of a Master's degree from a recognised university in M&E, Development Studies, Development Economics, Agricultural Economics, Statistics, Climate Change and Environmental Studies, Agriculture, Natural Resource Management, Public	10		

	Health, or another relevant development-related discipline. **10 points for attaching the Master's degree certificate in a relevant discipline**			
2.	**Lead Consultant – Professional Experience (attach detailed CV):** At least 7 years' experience in monitoring, evaluation, research or programme assessment, with demonstrated experience leading endline, final or end-of-project evaluations of development programmes. Demonstrated experience conducting independent evaluations of donor-funded programmes, preferably BMZ-funded projects or programmes supported by comparable bilateral, multilateral or international development partners. Demonstrated knowledge and practical application of the OECD-DAC Evaluation Criteria (relevance, coherence, effectiveness, efficiency, impact and sustainability). Proven experience in conducting mixed-methods evaluations using participatory evaluation methodologies, with strong quantitative and qualitative research skills. Experience in analysing data using statistical software such as SPSS, STATA or R. Demonstrated experience in WASH, climate resilience, climate-smart agriculture, livelihoods and financial inclusion, governance or community development programmes. Good understanding of research ethics, safeguarding and data protection; excellent analytical, facilitation, report-writing, communication and stakeholder engagement skills; fluency in English (knowledge of local languages spoken in the project area is an added advantage). **(20 points if the required experience is clearly demonstrated in the CV)**	20		

3.	**Firm's Corporate Experience:** Attach at least three (3) reference letters or contracts from previous clients for completed endline, final or end-of-project evaluations (or comparable evaluation and research assignments) of donor-funded development programmes, demonstrating the firm's experience in: • WASH – water supply, use and management; household and school sanitation; hygiene promotion (including PHAST/CHAST and menstrual hygiene management); • Climate resilience, climate-smart agriculture, livelihoods, food security, financial inclusion (e.g. Self-Help Groups) and market systems/value chains; • Institutional strengthening, community governance, disaster risk reduction and environmental conservation; • Applying the OECD-DAC criteria through mixed methods (household surveys, KIIs, FGDs, observation), measuring results against baseline values and project targets; • Managing evaluations to deliver on time and within budget, in line with research ethics, safeguarding and data protection standards. **(10 points for each relevant reference letter/contract attached, up to a maximum of 30 points)**	30		
4.	**Technical Proposal – Approach and Methodology (Max 25 points)** Understanding of the objectives and scope of the assignment: the project context and four outcome areas; the eight specific objectives; the full implementation period and all intervention sites in Solio Settlement; the thematic areas and cross-cutting themes (gender, youth, disability inclusion, safeguarding, environmental sustainability); and the accountability (incl. the Complaints and Feedback	25		

	Mechanism) and learning requirements **(10 points)** Demonstrated understanding of how to execute all the tasks: a mixed-methods design aligned to the OECD-DAC criteria; desk review; proposed sampling methodology with a justified household sample size; outline evaluation matrix; quantitative and qualitative tools; comparison against baseline, project targets and monitoring data; data quality assurance (pre-testing, enumerator training, spot-checks/back-checks, digital collection with validation checks); analysis plan (SPSS/STATA/R and thematic analysis with triangulation); ethics, safeguarding and data protection; and risk mitigation **(10 points)** Work plan **(Max 5 points):** Logical flow of tasks across the five phases (inception, data collection, data analysis, validation and final reporting), linked to the deliverables – inception report, draft report, validation workshop, final report and supporting documentation **(2.5 points)** Adequate time allocated for all tasks, with the number of days clearly stated and consistent with the tentative six-week timetable in the TOR **(2.5 points)**			
5.	**Key Evaluation Team Members (Max 15 points):** **Research, Statistics and Data Analysis Specialist**: Degree in Statistics, Biostatistics, Economics, Research Methods or Data Science; at least 5 years' experience in quantitative and qualitative research, survey design, sampling and data analysis; proficiency in SPSS, STATA, R, Excel or equivalent tools. Attach CV and relevant academic certificate **(5 points: 2.5 points for the CV and 2.5 points for the academic certificate)**	15		

	Field Coordinator / Enumerators: Diploma or Bachelor's degree in Social Sciences or a related discipline; at least 3 years' experience in household surveys, KIIs/FGDs and digital data collection platforms such as KoboToolbox or ODK; training in research ethics and safeguarding; knowledge of local languages spoken in Solio Settlement. Attach CV and relevant academic certificate of the Field Coordinator/lead enumerator **(5 points: 2.5 points for the CV and 2.5 points for the academic certificate)** **Database Manager / Data Analyst:** Degree in Statistics, Data Science, Computer Science or a related field; demonstrated experience in setting up digital data collection forms with validation checks, data cleaning, coding and database management, and in preparing clean, documented datasets in line with data protection requirements. Attach CV and relevant academic certificate **(5 points: 2.5 points for the CV and 2.5 points for the academic certificate)**			
	Total	**100**		

NOTES on Technical Proposal, Methodology and Work Plan

- Scores will be awarded based on the adequacy of the submitted documents in relation to the purpose, objectives, scope, methodology, deliverables and timelines set out in the TOR.
- Points will be awarded only where the required evidence (certificates, CVs, reference letters/contracts) is attached and clearly demonstrates the requirement.
- CVs and certificates must be for the personnel proposed for this assignment. Reference letters must bear the client's contact details; HFHK reserves the right to verify any information submitted.

3. Financial Evaluation Criteria

Only bidders who attain the technical pass mark of 70 points above will have their financial proposals evaluated and compared.

Financial proposals must show all the expenses of the assignment, including the number of days required, and be inclusive of 5% withholding tax and any other applicable tax, as required under Section 10 of the TOR.

HFHK will award the Contract to the bidder whose proposal is determined to be substantially responsive to the tender documents and who has offered the lowest evaluated price.

Proposal Submission Instructions

Complete Technical and Financial Proposals in separate envelopes should be deposited at the tender box on or before ***25th November 2026*** at ***10 a.m.*** addressed to:

The National Director
Habitat for Humanity Kenya

Tender Box Location: CVS Plaza, Kasuku Lane, Off Lenana Road, Kilimani, 3rd Floor, Reception.

Telephone: 0101 454 380

Deadline: 25th November 2026, 10 a.m.

(Technical and Financial Proposals must be in separate envelopes)

Date: 12 November 2026

INVITATION TO TENDER

Habitat for Humanity Kenya (HFHK) invites sealed bids from eligible and qualified consulting firms to undertake the following works in Laikipia County:

TENDER REF NO	ITEM DESCRIPTION	PUBLIC BID OPENING
HFHK/BMZ/LIONS/001/11/2026	END OF PROJECT EVALUATION **Project Title:** Improving Resilience to Climate Change for Rural People in the Semi-Arid Regions of Laikipia County, Kenya	**Date:** 25th November 2026 **Time:** 2:00 PM **Venue:** CVS Plaza, 3rd Floor, Kasuku Lane (off Lenana Road), Kilimani, Nairobi

Detailed Request for Proposals (RFP) documents and Terms of Reference (ToR) may be obtained **free of charge** from the Habitat for Humanity Kenya website: **https://hfhkenya.org/tender-advertisements/** or by email request to **procurement@hfhkenya.org**

Duly completed and sealed tender documents, enclosed in a plain envelope clearly marked with the **Tender Reference Number** and **Tender Description,** should be deposited in the tender box at Habitat for Humanity Kenya on or before **25th November 2026** at **10:00 a.m. The tender documents should be addressed to:**

The National Director
Habitat for Humanity Kenya
CVS Plaza, 3rd Floor, Kasuku Lane, Off Lenana Road
Nairobi, Kenya
Tender Box Location: CVS Plaza, 3rd Floor, Reception

Habitat for Humanity Kenya reserves the right to accept or reject any tender in part or in whole and does not bind itself to accept the lowest bidder. Only successful bidders will receive communication from HFHK office. **Any form of canvassing either directly or indirectly shall lead to disqualification of the tender.**