



Terms of Reference for Consulting Services
Capacity Assessment of EARCS to support quality delivery of services to Youth & CWDs
in Nairobi County

1.0. Background information

Girl Child Network in partnership with CBM Kenya Country office is implementing a three- year No One Out project in five urban slums of Nairobi (Huruma, Korogocho, Mathare, Dandora and Kariobangi areas). The overall objective is to help enhance more dignified living conditions for the youth population living in informal settlements, on the outskirts of Nairobi (Kenya). The specific objective is to promote health, social and economic inclusion of vulnerable young population in five slums in the eastern outskirts of Nairobi.

2.0. Objective of the activity

To analyse the existing capacities of Education Assessment Resource Centres (EARCs) in Nairobi County and identify gaps that hinder quality delivery of services to youth & Children with disabilities. The assessment of existing capacities will inform future intervention. Further the assessment will inform the support that the project will provide to the EARCs in the course their service delivery.

3.0. Scope of work

The goal of the consultancy is; undertake assessment to inform the formulation of a capacity development response. The consultancy work will be guided by the following key deliverables:

- Knowledge and capacity gaps
- Infrastructural needs
- Equipment and diagnostic devices need

4.0. Target, Date and Venue

The activity targets the following EARCs:

1. Nairobi Assessment Education Centre- located along Jogoo road at St Pauls
2. Starehe Assessment Education Centre- located along City Primary school

The activity will be undertaken on 11th to 17th October 2017 (5working days)

Deliverable	Days	Date
Submission of technical and financial proposal	1	9 th October 2017
Contract signing	1	11 th October 2017
Data Collection	1	12 th October 2017
Compilation and submission final report	1	By 17 th October 2017

5.0. Methodology of undertaking the assignment

The consultant should focus on the following methodologies in the data collection process:

- a) Observation interview
- b) Key informant interviews with EARC officers
- c) Literature review reports

The capacity assessment report should clearly record the findings of the information-gathering stage. The report should suggest possible interventions that could be made to the EARCs. These will range from service delivery, gaps in equipment for EARCs centers and training needs where the skills of a technical person are required. The report will provide indication of priority ranking for suggested changes.

6.0. Specific outputs

The consultant will develop a detailed report guided by the consultancy objectives and covering the two mentioned EARCs in Nairobi County. The following are expected:

- An inception report with literature review and methodology to be used
- A final report indicating the process, findings, recommendations and conclusions

7.0. Time frame

The assignment is expected to run for 5 working days

8.0. Qualifications

- Bachelor's Degree in Education (Special Needs Education)
- Holders of Masters Degree will be added advantage
- Experience in similar or related research assignment
- Experience with working in special needs education/inclusive education programs
- Ability to carry out the assignment and deliver the final report within the stipulated period of time

9.0. Reporting

The selected consultant will work closely with the director of Programs and the project team

10.0. Logistics

All the logistic costs related to the assignment will be met by the consultant.

11.0. Expression of interest

Interested consultants/firms should send their technical and financial proposal attaching all the necessary documents (statutory, personnel and proof of previous work) to reach the office on or before October 9th October, 2016. The sealed envelope addressed to:

***The NOO-EARCs- Tender Committee
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