



**Kenya National Highways Authority**

*Quality Highways, Better Connections*

**LAKE VICTORIA BASIN DEVELOPMENT PROJECT (LVBDP)**

**GRANT No.: IDA E5920  
PID No. KE-KENHA-526124-CS-QCBS**

**TERMS OF REFERENCE (TOR)**

**CONSULTANCY SERVICES FOR  
SOCIO-ECONOMIC INFRASTRUCTURE NEEDS ASSESSMENT  
STUDY FOR COMMUNITIES ALONG THE LAKE VICTORIA BASIN  
TRANSPORT CORRIDOR IN BUSIA, SIAYA, KISUMU, HOMABAY  
AND MIGORI COUNTIES**

**TENDER NO. KeNHA/2965/2026**

**JUNE 2026**

**DIRECTOR (HIGHWAY DESIGN & SURVEY)  
KENYA NATIONAL HIGHWAYS AUTHORITY  
P. O. BOX 49712 - 00100  
NAIROBI.**

**DIRECTOR GENERAL  
KENYA NATIONAL HIGHWAYS AUTHORITY  
P.O. BOX 49712 - 00100  
NAIROBI.**

## Table of Contents

|   |    |
|---|----|
| SECTION 1: BACKGROUND .....   | 4  |
| 1.1.    General.....  | 4  |
| 1.2.    Project Description .....   | 4  |
| 1.3.    Location Map.....   | 5  |
| 1.4.    Rationale for the Project.....  | 5  |
| 1.5.    Packaging of the Project .....  | 7  |
| 1.6.    Anticipated Socio-Economic Infrastructure.....  | 7  |
| SECTION 2: OBJECTIVES.....  | 9  |
| 2.1.    Overall Objective.....  | 9  |
| 2.2.    Specific Objectives .....   | 9  |
| SECTION 3: SCOPE OF SERVICES.....   | 11 |
| 3.1.    Task 1: Inception and Mobilization .....  | 11 |
| 3.2.    Task 2: Baseline Socio-Economic and Spatial Assessment.....                             | 11 |
| 3.3.    Task 3: Sector Diagnostics and Gap Analysis .....                                       | 11 |
| 3.4.    Task 4: Integrated Infrastructure and Service Based Needs Assessment and Prioritization | 12 |
| 3.5.    Task 5: Environmental and Social Assessment (ESF Integration).....                      | 12 |
| 3.6.    Task 6: Stakeholder Engagement and Consultations.....                                   | 13 |
| 3.7.    Task 7: Development of Investment Plan and Implementation Framework.....                | 13 |
| 3.8.    Task 8: Reporting and Deliverables .....  | 13 |
| 3.9.    Cross-Cutting Requirements.....   | 14 |
| SECTION 4: METHODOLOGY .....  | 15 |
| 4.1.    General Expectations .....  | 15 |
| 4.2.    Risk Management Approach.....   | 15 |
| 4.3.    Ethical Considerations.....   | 15 |
| SECTION 5: DURATION OF SERVICES.....  | 16 |
| 5.1.    Duration of the Assignment .....  | 16 |
| 5.2.    Phasing of the Assignment.....  | 16 |
| 5.3.    Level of Effort.....  | 16 |
| 5.4.    Mobilization and Deployment.....  | 16 |

|   |    |
|---|----|
| SECTION 6: INSTITUTIONAL ARRANGEMENTS.....                    | 17 |
| 6.1. Client and Implementing Agency.....                      | 17 |
| 6.2. Reporting Arrangements.....                              | 17 |
| 6.3. Coordination with Stakeholders.....                      | 17 |
| 6.4. Roles and Responsibilities.....                          | 17 |
| 6.5. Communication and Meetings.....                          | 18 |
| 6.6. Facilities and Logistics.....                            | 18 |
| 6.7. Data and Information Sharing.....                        | 18 |
| 6.8. Confidentiality and Ethics.....                          | 18 |
| 6.9. Dispute Resolution.....                                  | 18 |
| SECTION 7: KEY EXPERTS.....                                   | 19 |
| 7.1. General Requirements.....                                | 19 |
| 7.2. Key Expert Positions and Qualification Requirements..... | 19 |
| 7.3. Key Experts Input Schedule (Staff-Months).....           | 21 |
| 7.4. Support Staff and Non-Key Experts.....                   | 22 |
| 7.5. Reporting and Coordination.....                          | 22 |
| 7.6. Replacement of Key Experts.....                          | 22 |
| 7.7. Client’s Input and Facilities.....                       | 23 |
| SECTION 8: REPORTING & DELIVERABLES.....                      | 24 |
| 8.1. General Requirements.....                                | 24 |
| 8.2. Reporting Structure and Responsibilities.....            | 24 |
| 8.3. Deliverables and Timeline.....                           | 24 |
| 8.4. Deliverables and Staffing Alignment Matrix.....          | 26 |
| 8.5. Review and Approval Process.....                         | 26 |
| 8.6. Data, Software, and Outputs.....                         | 26 |
| 8.7. Confidentiality.....                                     | 26 |
| SECTION 9: CLIENT’S RESPONSIBILITIES & DATA PROVISION.....    | 27 |
| 9.1. General Responsibilities of the Client.....              | 27 |
| 9.2. Data and Information Provision.....                      | 27 |
| 9.3. Stakeholder Facilitation.....                            | 27 |
| 9.4. Review and Approval of Deliverables.....                 | 28 |
| 9.5. Counterpart Support.....                                 | 28 |

9.6. Logistics and Facilities ..... 28

9.7. Data Ownership and Use ..... 28

9.8. Confidentiality ..... 28

9.9. Limitations of the Client’s Responsibilities ..... 29

## SECTION 1: BACKGROUND

### 1.1. General

The Kenya Vision 2030 identifies transport infrastructure as a critical enabler under the Economic Pillar, aimed at reducing the cost of doing business, improving regional connectivity, and unlocking the productive potential of key economic corridors. In particular, the Lake Victoria Basin is recognized as a strategically important economic zone, supporting a large share of Kenya’s fisheries-based livelihoods, cross-border trade, and associated logistics and service activities; yet continues to be constrained by weak transport networks and limited multimodal integration.

In addition, within the lens of BETA framework, improved road connectivity around Lake Victoria, enhanced integration with inland water transport, and deployment of digital transport enablers are critical to unlocking fisheries-based livelihoods, supporting MSMEs, and improving access to markets and basic services for lakeshore and island communities.

Consequently, the Government of Kenya (GoK), through the Kenya National Highways Authority (KeNHA) has received a grant from the International Development Association (IDA) of the World Bank towards the cost of preparing the Lake Victoria Basin Development Project (LVBDP) hereinafter referred to as “The Project”. The GoK intends to apply part of proceeds from this grant to make eligible payments under the contract for the Consultancy Services for Socio-Economic Infrastructure Needs Assessment Study for Communities Along the Lake Victoria Basin Transport Corridor in Busia, Siaya, Kisumu, Homabay and Migori Counties hereinafter referred to as “The Assignment”. The Project seeks to address binding transport, safety, and connectivity constraints that limit economic productivity, regional integration, and resilience in the Lake Victoria Basin.

Despite its economic significance, the Basin continues to experience high generalized transport costs, driven by inadequate and poor road infrastructure, limited network reliability, climate-related disruptions, and weak integration between road, lake, and digital transport systems. These constraints increase vehicle operating costs, travel time, and uncertainty, while limiting access to markets, services, and economic opportunities—particularly for lakeshore and island communities.

Consistent with the national development priorities, the Project adopts a corridor-based and multimodal approach, integrating road, inland water transport, and digital connectivity interventions to maximize economic returns, improve safety, and enhance resilience. By doing so, the Project operationalizes the strategic objectives of Vision 2030 and BETA at the corridor and community levels, translating national policy priorities into implementable, high-impact transport investments.

---

### 1.2. Project Description

The Lake Victoria Basin Development Project (LVBDP) is a key regional infrastructure initiative designed to enhance socio-economic growth, improve connectivity within the Lake Victoria Basin, and promote regional integration between Kenya and its East African neighbors.

At the core of the Project is the Lake Victoria Ring Road corridor, which functions as the principal terrestrial backbone linking lakeshore counties, ports, fish landing sites, markets, and regional trade routes. The corridor also serves as the primary feeder and distributor network for inland water transport on Lake Victoria, making its performance critical to multimodal transport efficiency and regional integration.

The Ring Road Corridor traverses Busia, Siaya, Kisumu, Homa Bay and Migori Counties and has an approximate total length of 730km comprising; 325km of main alignment and 405km of critical spur roads. During earlier project preparation, the corridor was subjected to detailed engineering design

under a traditional design–bid–build approach and was packaged into six major implementation Lots, reflecting geographic continuity, constructability considerations, and anticipated traffic demand. In addition, the earlier preparation activities for the corridor also included the associated environmental and social safeguards instruments, providing a strong technical foundation for investment.

In addition to the main alignment of the Project Road, the Project will support selected priority spur roads connecting the main corridor to ports, fish landing sites, markets, logistics hubs, and service delivery facilities located within or directly influenced by the respective package. These spur roads are essential to ensuring that corridor-level investments translate into inclusive economic and fisheries value-chain benefits.

These Terms of Reference relate specifically to socio-economic needs assessment of communities living within the Lake Victoria Ring Road Corridor. All assessments under this Assignment shall comply with the World Bank Environmental and Social Framework (ESF). Accordingly, the Consultant shall integrate the requirements of ESS1–ESS10 into all the operations and/or analysis including labour management, OHS, climate resilience, GBV/SEA/SH mitigation, biodiversity protection, cultural heritage preservation, VMG inclusion, land acquisition impacts, and stakeholder engagement.

---

### 1.3. Location Map

The Project is located within the Kenyan portion of the Lake Victoria Basin, traversing and serving key lakeshore counties and economic nodes. The Project Road runs along the northern and eastern shores of Lake Victoria and provides critical connectivity between lakeshore towns, ports, fish landing sites, and hinterland markets.

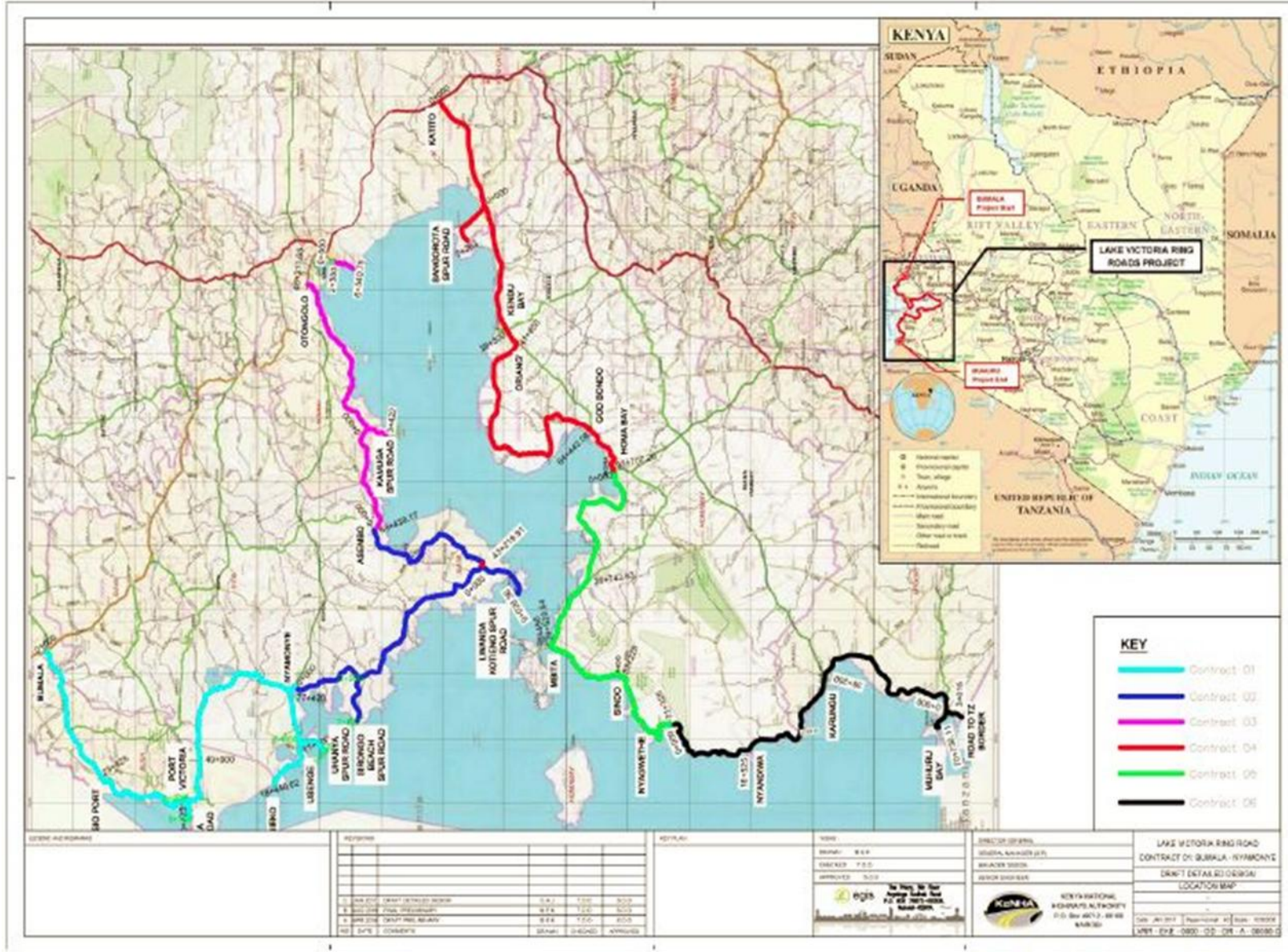
A Location Map illustrating the Project Road alignment, major urban centers, ports, landing sites, and priority spur road connections has been included below and forms part of the Project preparation outputs. *Figure 1* overleaf shows the corridor and road section locations.

---

### 1.4. Rationale for the Project

The Lake Victoria Basin Road Corridor is a strategically important transport link connecting Busia, Siaya, Kisumu, Homa Bay and Migori Counties, and forming part of the wider East African regional mobility network linking Kenya with Uganda and Tanzania. Despite its significance for cross-border trade, fisheries, agriculture, and access to essential services, large sections of the corridor remain unpaved, deteriorated, or capacity-constrained, resulting in high transport costs, long travel times, and constrained movement of people and goods. The poor condition of the existing roads particularly limits market access for lake-based economic activities, undermines tourism potential, and restricts socio-economic development within the Lake Victoria Basin.

Upgrading the corridor to a reliable paved standard will improve connectivity between towns, landing sites, production zones, and social amenities, while enhancing mobility across the Lake Region Economic Bloc. The investment will also strengthen regional integration, facilitate cross-border trade, and support the blue economy and agricultural value chains that depend on efficient transport links. Additionally, many road segments are highly vulnerable to flooding, drainage failures, erosion, and climate-related disruptions; modernizing the corridor, therefore enhances climate resilience and ensures year-round road reliability.



## 1.5. Packaging of the Project

The design review has expanded the project scope to include multiple new spur and feeder roads extending from the main corridor to economic nodes such as landing sites, markets, and agricultural value chains. These links are intended to enhance last-mile connectivity and accelerate local economic development, but they also substantially increase the project’s environmental and social footprint. The expanded network requires assessment of additional land acquisition, potential resettlement, more watercourse crossings, sensitive ecosystems, community clusters, and road safety risks within previously unassessed localities. It is also notable that the World Bank has adopted the ESF standards which renders the initial safeguards instruments non-compliant since they had been prepared using the operational policies that are now obsolete.

The corridor has been packaged into four (4) distinct preparation lots; each of which will be procured independently. This Lot-based structure will guide implementation, procurement, and construction of the identified social-economic needs within the corridor.

*Table 1.5: Project Sections*

| <b>Section Description</b>            | <b>Total Length (Km)</b> |
|---------------------------------------|--------------------------|
| Port Victoria – Nyamonye – Asembo Bay | 177                      |
| Asembo Bay – Otonglo; Awasi – Katito  | 188                      |
| Homa Bay – Mbita – Nyagwethe          | 174                      |
| Nyagwethe – Sori – Muhuru Bay         | 176                      |

---

## 1.6. Anticipated Socio-Economic Infrastructure

The purpose of the proposed roadside amenities is to share the project benefits with the local community; as well as improve production units and fish marketing infrastructure along the lake shores and fish movement routes and corridors within the project area. The project intends to establish the facilities of pilot fisher folk roadside market facilities, through provision of safe landing sites and services, clean water, extending electrification to selected centers, provision of market shades, fish cooling facilities in selected locations.

In addition, the project will also develop rest stop facilities along the corridor to stimulate local trade and improve the services offered at these locations. The selection and implementation of social infrastructure will be guided by community priorities, with particular consideration given to vulnerable and marginalized groups, including female-headed households, and subject to available budgetary resources

Beyond physical infrastructure, the project will also support provision of services and capacity-building initiatives aimed at strengthening community resilience and sustaining livelihoods such as vocational trainings

The anticipated social infrastructure and services under the project includes, but is not limited to, the following:

**Table 1.6: Anticipated Socio-Economic Infrastructure**

| Sector   | Strategic Purpose  | Development Objective Linkage   | Anticipated Physical Infrastructure and Services   |
|--|--|---|--|
| Fisheries & Blue Economy                                 | Strengthen fisheries productivity and value addition                     | Reduce post-harvest losses; increase incomes; enhance regional fish trade; improve food security          | Modern fish landing sites; cold storage & ice plants; fish handling & hygiene platforms; access roads to landing sites; small-scale processing facilities; lakefront infrastructure.                                 |
| Tourism Development (Eco-Tourism & Nature-Based Tourism) | Unlock eco-tourism potential while preserving environmental integrity    | Diversify local economy; increase tourism revenue; promote regional tourism circuits; generate employment | Climate-resilient access roads; visitor reception centers; jetties & docking facilities; structured parking; pedestrian pathways; eco-friendly sanitation; solar lighting; internal circulation tracks within parks. |
| Cultural Heritage Preservation & Promotion               | Protect and formalize heritage assets while enabling sustainable tourism | Preserve cultural identity; formalize heritage tourism value chains; support community enterprise         | Conservation works; viewing platforms; cultural interpretation centers; archival & digital documentation facilities; community craft markets; security infrastructure.   |
| Health   | Improve healthcare access along corridors and high-growth nodes          | Reduce travel time to care; improve maternal & child health; support growing economic activity            | Upgrading health centers; maternity wings; medical equipment; emergency response access improvements   |
| Education & Skills Development                           | Strengthen human capital and support sectoral skills                     | Increase youth employment; support enterprise growth; improve educational outcomes                        | School rehabilitation; classroom expansion; sanitation facilities; ICT-enabled learning infrastructure; vocational training centers (tourism, fisheries, hospitality). Skills training services for women and youth. |
| Market & Trade Infrastructure                            | Improve market access and reduce transaction costs                       | Strengthen rural–urban trade linkages; enhance SME competitiveness  | Modern markets; storage & warehousing; agro- and fish-processing facilities; SME trading hubs  |
| Water Supply, Sanitation & Environmental Management      | Improve public health and protect sensitive ecosystems                   | Enhance climate resilience; reduce disease burden; safeguard ecological assets                            | Community water systems; boreholes; sanitation blocks; drainage systems; waste management facilities; shoreline protection; erosion control; water & sanitation facilities   |
| Digital Connectivity & Smart Infrastructure              | Enable smart transport and digital economy integration                   | Improve logistics efficiency; enhance corridor management; support digital trade                          | Fibre optic ducting; ICT hubs; Wi-Fi hotspots; smart ticketing systems; CCTV & monitoring systems; digital tourism platforms   |
| Transport-Related Community Infrastructure               | Improve safe access to socioeconomic assets                              | Enhance safety; strengthen corridor accessibility; integrate tourism and community nodes                  | Rest Stops; critical off-network bridges, Bus bays; pedestrian walkways; non-motorized transport facilities; road safety enhancements; stormwater drainage;  |

## SECTION 2: OBJECTIVES

### 2.1. Overall Objective

The overall objective of the assignment is to undertake a comprehensive socio-economic infrastructure and service-based intervention needs assessment for communities along the Lake Victoria Basin Transport Corridor, with a view to identifying, prioritizing, and recommending strategic investments that will enhance inclusive economic growth, improve service delivery, and maximize the socio-economic benefits of ongoing and planned transport infrastructure investments within the corridor. The geographical area of coverage for the physical infrastructures is within 10km on either side of the main/spur road corridors under construction.

### 2.2. Specific Objectives

The specific objectives of the assignment are to:

#### **(a) Assess Socio-Economic Conditions**

- (i). Undertake a detailed baseline assessment of socio-economic conditions within the project area, including demographic, economic, and social indicators across Busia, Siaya, Kisumu, Homa Bay, and Migori counties;
- (ii). Analyze livelihood systems, poverty levels, employment patterns, and economic activities, with particular focus on corridor communities;
- (iii). Map existing infrastructure and service delivery systems across key sectors;
- (i). Identify disparities in access to infrastructure and services, including gender, youth, and vulnerable groups considerations.

---

#### **(b) Identify Infrastructure and Service Based Gaps**

- (i). Conduct a comprehensive assessment of existing infrastructure capacity and service delivery gaps across priority sectors, including Fisheries and Blue Economy, Tourism, MSMEs and Trade, Agriculture and Value Chains, Education, Health, Water, Sanitation and Hygiene (WASH), Digital Economy / ICT.
- (ii). Identify constraints affecting productivity, market access, and value addition;
- (iii). Assess the adequacy, condition, and spatial distribution of infrastructure along the corridor;
- (iv). Identify bottlenecks and missing links limiting the full realization of corridor benefits.

---

#### **(c) Prioritize Investments**

- (i). Develop a prioritization framework for socio-economic infrastructure investments based on economic, social, environmental, and spatial criteria;
- (ii). Identify and rank high-impact and catalytic investments that can unlock economic potential along the corridor;
- (iii). Undertake economic and financial analysis, including cost-benefit considerations where applicable;
- (iv). Propose phased investment plans aligned with short-, medium-, and long-term development horizons;
- (v). Identify opportunities for private sector participation and Public-Private Partnerships (PPPs).

#### **(d) Integrate Environmental and Social Considerations (ESF)**

- (i). Ensure that all proposed interventions are consistent with the Environmental and Social Framework (ESF) of the World Bank;

- (ii). Undertake preliminary environmental and social screening of proposed investments;
  - (iii). Identify potential environmental and social risks and impacts, including those related to land acquisition, livelihoods, biodiversity, and community health and safety;
  - (iv). Recommend appropriate mitigation and management measures in line with applicable Environmental and Social Standards (ESSs);
  - (v). Promote inclusive and participatory planning, ensuring meaningful engagement of stakeholders, including vulnerable and marginalized groups.
- 

**(e) Strengthen Integrated and Corridor-Based Development Planning**

- (i). Analyze linkages between transport infrastructure and sectoral development opportunities;
  - (ii). Promote integrated, cross-sectoral planning approaches that maximize synergies across sectors;
  - (iii). Identify opportunities for cluster development and economic corridors along the Lake Victoria Basin.
- 

**(f) Develop an Actionable Investment and Implementation Framework**

- (i). Prepare a prioritized and costed socio-economic infrastructure investment plan;
- (ii). Develop an implementation roadmap, including institutional arrangements and sequencing of interventions;
- (iii). Identify potential financing mechanisms, including public funding, development partners, and private sector investment;
- (iv). Provide recommendations to support policy, regulatory, and institutional strengthening.

## SECTION 3: SCOPE OF SERVICES

The Consultant shall carry out a comprehensive and integrated socio-economic infrastructure needs assessment for communities along the Lake Victoria Basin Transport Corridor, covering Busia, Siaya, Kisumu, Homa Bay, and Migori counties.

The scope of services shall include, but not be limited to, the following tasks:

### 3.1. Task 1: Inception and Mobilization

The Consultant shall:

- a) Review all relevant project documents, including feasibility studies, corridor development plans, county development plans, sector strategies, and policy frameworks;
- b) Conduct preliminary consultations with the Client and key stakeholders to validate the understanding of the assignment;
- c) Refine and finalize the methodology, work plan, and staffing schedule;
- d) Develop a stakeholder mapping and engagement plan, identifying key actors at national, county, and community levels;
- e) Design data collection instruments, including survey tools, interview guides, and focus group discussion templates;
- f) Establish a quality assurance and quality control framework;
- g) Develop a framework for integration of the Environmental and Social Framework (ESF) into all stages of the assignment.

---

### 3.2. Task 2: Baseline Socio-Economic and Spatial Assessment

The Consultant shall:

- a) Undertake a comprehensive socio-economic baseline assessment of the project area, including demographic characteristics, income levels, employment patterns, and livelihoods;
- b) Analyze economic activities and value chains across key sectors, with emphasis on fisheries, agriculture, MSMEs, and trade;
- c) Assess access to and quality of social services, including education, health, and WASH;
- d) Conduct a digital infrastructure and connectivity assessment;
- e) Map existing infrastructure and services using GIS and spatial analysis tools, including transport linkages and service coverage;
- f) Identify spatial disparities and underserved areas, including remote and vulnerable communities;
- g) Compile and validate baseline data from secondary sources and primary field surveys.

---

### 3.3. Task 3: Sector Diagnostics and Gap Analysis

The Consultant shall undertake detailed diagnostics for each priority sector:

#### (a) Fisheries and Blue Economy

- (i) Assess fisheries infrastructure, landing sites, storage, processing, and market access;
- (ii) Identify opportunities for value addition and sustainable resource management.

#### (b) Tourism

- (i) Evaluate tourism assets, infrastructure, and service gaps;
- (ii) Identify opportunities for eco-tourism and cultural tourism development.

#### (c) MSMEs and Trade

- (i) Assess market infrastructure, trade logistics, and enterprise support systems;
- (ii) Identify constraints to MSME growth and cross-border trade.

**(d) Agriculture and Value Chains**

- (i) Analyze agricultural production systems, value chains, and agro-processing infrastructure;
- (ii) Identify opportunities for commercialization and value addition.

**(e) Education and Health**

- (i) Assess infrastructure availability, accessibility, and adequacy;
- (ii) Identify service delivery gaps and priority investments.

**(f) Water, Sanitation and Hygiene (WASH)**

- (i) Evaluate access to safe water and sanitation services;
- (ii) Identify infrastructure and service gaps.

**(g) Digital Economy**

- (i) Assess ICT infrastructure, connectivity, and digital service delivery;
- (ii) Identify opportunities for digital inclusion and innovation.

For each sector, the Consultant shall:

- (i). Identify existing infrastructure gaps and constraints;
- (ii). Identify skills gap and relevant vocational trainings
- (iii). Assess the adequacy, functionality, and distribution of infrastructure;
- (iv). Identify bottlenecks limiting productivity and service delivery;
- (v). Propose sector-specific interventions.

---

**3.4. Task 4: Integrated Infrastructure and Service Based Needs Assessment and Prioritization**

The Consultant shall:

- a) Consolidate sector findings into an integrated socio-economic infrastructure needs assessment framework;
- b) Develop a prioritization methodology incorporating economic, social, environmental, and spatial criteria;
- c) Identify, list clearly, and rank in order of priority (having consulted with all stakeholders) the needs identified (both physical infrastructure and service-based investments) with corresponding costs for each, in each county, based on impact and feasibility;
- d) Assess interdependencies across sectors and promote integrated solutions;
- e) Identify catalytic and transformative investments aligned with corridor development objectives;
- f) Undertake preliminary economic and financial analysis of proposed interventions.

---

**3.5. Task 5: Environmental and Social Assessment (ESF Integration)**

The Consultant shall:

- a) Conduct preliminary environmental and social screening of identified interventions;
- b) Identify potential environmental and social risks and impacts;
- c) Apply relevant Environmental and Social Standards (ESSs) under the ESF of the World Bank;
- d) Identify potential issues related to:
  - (i). Land acquisition and resettlement;
  - (ii). Livelihood impacts;
  - (iii). Biodiversity and natural resources;
  - (iv). Cultural heritage
  - (v). Community health and safety;
  - (vi). Vulnerable and marginalized groups;

- e) Propose mitigation measures and management approaches;
- f) Ensure integration of ESF considerations across all sectors and recommendations.

### 3.6. Task 6: Stakeholder Engagement and Consultations

The Consultant shall:

- a) Conduct structured consultations with key stakeholders, including:
    - (i). National and county governments;
    - (ii). Community representatives;
    - (iii). Private sector actors;
  - b) Facilitate focus group discussions and key informant interviews;
  - c) Ensure inclusive participation, including women, youth, and vulnerable groups;
  - d) Organize stakeholder validation workshops at key stages of the assignment;
  - e) Document stakeholder feedback and integrate it into the study outputs.
- 

### 3.7. Task 7: Development of Investment Plan and Implementation Framework

The Consultant shall:

- a) Prepare a prioritized and costed socio-economic infrastructure investment plan; enlisting in order of priority the needs identified through stakeholder consultations in each county, including both physical infrastructure and service-based interventions with their corresponding cost estimates;
  - b) Develop a phased implementation strategy (short-, medium-, and long-term);
  - c) Identify appropriate institutional arrangements for implementation;
  - d) Recommend policy and regulatory interventions where necessary;
  - e) Identify potential financing mechanisms, including:
    - Public sector funding;
    - Development partner support;
    - Private sector participation and PPPs;
  - f) Propose monitoring and evaluation (M&E) indicators and framework, including measurable indicators, reporting arrangements, accountability mechanisms, and periodic review processes for tracking progress and impact.
- 

### 3.8. Task 8: Reporting and Deliverables

The Consultant shall prepare and submit all reports as specified in **Section 8 of this TOR**, including:

- a) Inception Report;
- b) Baseline and Diagnostic Report;
- c) Draft Needs Assessment Report;
- d) Final Needs Assessment Report;
- e) Stakeholder consultation reports.

All reports shall meet high professional standards and be acceptable to the Client. Both the draft and final Needs Assessment Reports should include the investment plan and implementation framework

---

### 3.9. Cross-Cutting Requirements

Throughout the assignment, the Consultant shall ensure:

- a) Application of gender-sensitive and inclusive approaches;
- b) Integration of climate resilience and sustainability considerations;
- c) Use of robust data and evidence-based analysis;
- d) Consistency with national development priorities and World Bank requirements;
- e) Full alignment with the Environmental and Social Framework (ESF).

## SECTION 4: METHODOLOGY

### 4.1. General Expectations

The Consultant shall be responsible for proposing a comprehensive, coherent, and technically sound methodology for the execution of the assignment, drawing on international best practice and relevant experience in similar contexts. The proposed methodology is expected to be multi-disciplinary, evidence-based, and participatory, integrating both quantitative and qualitative approaches, spatial analysis, and structured stakeholder engagement to ensure a robust and holistic assessment of socio-economic infrastructure needs along the Lake Victoria Basin Transport Corridor.

Without prescribing specific methods, the methodology shall demonstrate clear capacity to: undertake rigorous desk review and primary data collection; apply geospatial and analytical tools to identify spatial disparities and development opportunities; conduct sectoral diagnostics and infrastructure gap analysis; develop transparent and defensible investment prioritization frameworks; undertake preliminary economic and financial assessments; and integrate environmental and social considerations in line with the World Bank Environmental and Social Framework (ESF).

The methodology shall further provide for inclusive stakeholder engagement across all levels, ensure data integrity and ethical compliance, and incorporate appropriate quality assurance, risk management, and implementation planning measures. The Consultant's proposed methodology will form a critical component of the technical evaluation and will be assessed on its adequacy, clarity, innovation, and alignment with the objectives and scope of the assignment.

---

### 4.2. Risk Management Approach

The Consultant shall identify potential risks to the successful delivery of the assignment and propose mitigation measures, including risks related to:

- a) Data availability and quality;
- b) Stakeholder engagement challenges;
- c) Logistical constraints;
- d) Environmental and social sensitivities.

### 4.3. Ethical Considerations

The Consultant shall ensure that all activities are conducted in accordance with:

- a) Applicable ethical standards for research and data collection;
- b) Respect for local communities and cultural practices;
- c) Confidentiality and data protection requirements.

## SECTION 5: DURATION OF SERVICES

### 5.1. Duration of the Assignment

The assignment shall be carried out over a period of **six (6) months (approximately twenty-four (24) weeks)** from the date of contract commencement.

The Consultant shall mobilize within **two (2) weeks** of contract signature and shall adhere to the agreed work plan and reporting schedule.

---

### 5.2. Phasing of the Assignment

The assignment shall be implemented in the following phases:

*Table 5.2: Assignment Phases*

| Phase   | Description                          | Indicative Duration |
|---------|--------------------------------------|---------------------|
| Phase 1 | Inception and Mobilization           | 2 Weeks             |
|         | Baseline and Diagnostic Assessment   | 6 Weeks             |
| Phase 2 | Sector Analysis and Needs Assessment | 8 Weeks             |
| Phase 3 | Draft Reporting and Validation       | 6 Weeks             |
|         | Finalization and Submission          | 2 Weeks             |

The Consultant shall ensure that all activities are completed within the stipulated timeframe and in accordance with the deliverables outlined in **Section 8**.

---

### 5.3. Level of Effort

The estimated level of effort for the assignment is **approximately Forty (40) staff-months**, distributed across Key Experts as outlined in **Section 7**.

The Consultant shall:

- a) Allocate adequate staff time to each task to ensure quality and timely delivery;
- b) Ensure appropriate balance between international and national expertise (where applicable);
- c) Optimize deployment of Key Experts across phases of the assignment;
- d) Clearly indicate staff inputs in the proposed work plan.

---

### 5.4. Mobilization and Deployment

The Consultant shall:

- a) Mobilize the full team in a phased manner consistent with the work plan;
- b) Ensure the availability of Key Experts at critical stages of the assignment;
- c) Maintain continuity of key personnel throughout the assignment;

## **SECTION 6: INSTITUTIONAL ARRANGEMENTS**

### **6.1. Client and Implementing Agency**

The Client for this assignment shall be the Director General and the Client's Representative shall be the Director, Highway Design and Survey who shall appoint a Project Coordinator.

The Client's Representative shall:

- a) Provide overall guidance and oversight;
  - b) Facilitate coordination with relevant government institutions and stakeholders;
  - c) Review and approve deliverables.
- 

### **6.2. Reporting Arrangements**

The Consultant shall report directly to the Project Coordinator. The Team Leader shall serve as the primary point of contact; All communications and submissions shall be channeled through the Team Leader; Progress meetings shall be held at agreed intervals.

---

### **6.3. Coordination with Stakeholders**

The Consultant shall work closely with:

- a) National Government Ministries, Departments, and Agencies (MDAs);
- b) County Governments of Busia, Siaya, Kisumu, Homa Bay, and Migori;
- c) Community representatives and local stakeholders;
- d) Private sector entities, civil society organizations and development partners.

The Client shall facilitate introductions and access to key stakeholders, while the Consultant shall be responsible for organizing and conducting consultations.

---

### **6.4. Roles and Responsibilities**

#### **6.4.1 Responsibilities of the Consultant**

The Consultant shall:

- a) Carry out the assignment in accordance with this TOR and applicable standards;
  - b) Provide all personnel, equipment, logistics, and resources required;
  - c) Ensure quality and timeliness of deliverables;
  - d) Conduct all activities in compliance with applicable laws and regulations;
  - e) Integrate ESF requirements throughout the assignment;
  - f) Maintain effective communication with the Client and stakeholders.
- 

#### **6.4.2 Responsibilities of the Client**

The Client shall:

- a) Provide access to available data, reports, and relevant documentation;
  - b) Facilitate coordination with government agencies and stakeholders;
  - c) Review and provide feedback on deliverables within agreed timelines;
  - d) Support organization of stakeholder consultations where necessary.
-

## 6.5. Communication and Meetings

The Consultant shall:

- a) Participate in regular progress meetings (physical or virtual);
  - b) Provide monthly progress updates to the Client;
  - c) Present findings at key milestones, including inception, draft, and final stages.
- 

## 6.6. Facilities and Logistics

The Consultant shall be responsible for:

- a) Office facilities and operational logistics;
- b) Fieldwork arrangements, including travel and accommodation;
- c) Data collection and survey logistics.

The Client shall not be responsible for providing office space or operational facilities unless otherwise agreed.

---

## 6.7. Data and Information Sharing

The Consultant shall:

- a) Maintain proper documentation of all data collected;
- b) Ensure data quality, integrity, and traceability;
- c) Share all data and outputs with the Client in agreed formats.

All data generated under the assignment shall remain the property of the Client.

---

## 6.8. Confidentiality and Ethics

The Consultant shall:

- a) Treat all information obtained during the assignment as confidential;
  - b) Not disclose any information without prior written consent of the Client;
  - c) Ensure that all activities are conducted in an ethical and professional manner.
- 

## 6.9. Dispute Resolution

Any disputes arising during the implementation of the assignment shall be resolved amicably between the Client and the Consultant in accordance with the provisions of the contract.

## SECTION 7: KEY EXPERTS

### 7.1. General Requirements

The Consultant shall provide suitably qualified and experienced Key Experts required to carry out the assignment in accordance with this Terms of Reference (TOR). The Key Experts shall possess relevant academic qualifications and demonstrated experience in undertaking socio-economic infrastructure needs assessments and sectoral studies.

All Key Experts shall:

- a) Have participated in **at least three (3) similar assignments** in a comparable capacity;
- b) Demonstrate working knowledge and practical application of the Environmental and Social Framework (ESF) of the World Bank;
- c) Possess strong analytical, communication, and reporting skills;
- d) Have experience working in developing countries, preferably in Sub-Saharan Africa;
- e) Be fluent in English (written and spoken).
- f) Experience working in rural, lakeside, or economically vulnerable communities will be considered an added advantage.

The Consultant shall ensure that all Key Experts are available for the duration of the assignment. Any replacement of Key Experts shall require prior written approval of the Client and shall be subject to qualifications and experience equal to or better than those of the original expert.

---

### 7.2. Key Expert Positions and Qualification Requirements

#### 7.2.1 Team Leader / Socio-Economic Infrastructure Specialist (1 Position)

The Team Leader shall be responsible for overall coordination, technical leadership, stakeholder engagement, and quality assurance of all deliverables.

##### *Minimum Qualifications and Experience:*

- a) Master's degree in Economics, Development Studies, Infrastructure Planning, Regional Planning, or a related field;
- b) Minimum of fifteen (15) years post-graduation experience;
- c) At least twelve (12) years of relevant professional experience in socio-economic infrastructure planning, needs assessments, or development studies;
- d) Demonstrated experience as Team Leader or Deputy Team Leader in at least three (3) similar assignments;
- e) Proven experience in managing multi-sectoral assignments covering sectors such as fisheries, agriculture, MSMEs, trade, tourism, education, health, WASH, blue economy, or digital economy;
- f) Demonstrated experience in stakeholder engagement with public institutions, communities, and development partners;
- g) Prior experience working on development partner-funded projects, particularly World Bank-funded projects, will be highly desirable.

---

#### 7.2.2 Sector Specialists (8 Positions)

The Consultant shall provide Sector Specialists covering, at a minimum, the following areas and the minimum academic qualifications for Sector Specialists shall be as summarized in **Table 7.2** below.

**Table 7.2: Minimum Academic Qualification for Sector Specialists**

| No. | Sector Specialist                               | Minimum Academic Qualification (bachelor’s degree in:)                                      |
|-----|---|---|
| 1   | Fisheries and Blue Economy Specialist           | Fisheries, Marine Science, Aquaculture, Natural Resource Management, or related field       |
| 2   | Tourism Development Specialist                  | Tourism Management, Hospitality Management, Economics, or related field                     |
| 3   | MSME and Trade Development Specialist           | Economics, Business Administration, Commerce, Entrepreneurship, or related field            |
| 4   | Agriculture and Value Chain Specialist          | Agriculture, Agribusiness, Agricultural Economics, or related field                         |
| 5   | Education Infrastructure Specialist             | Education Planning, Education Management, Infrastructure Planning, or related field         |
| 6   | Health Infrastructure Specialist                | Public Health, Health planning, Health Systems Management, or related field                 |
| 7   | Water, Sanitation and Hygiene (WASH) Specialist | Civil Engineering, Environmental Engineering, Water Resources Engineering, or related field |
| 8   | Digital Economy / ICT Specialist                | Information Technology, Computer Science, ICT, or related field                             |

**Minimum Qualifications and Experience:**

- a) Minimum of twelve (12) years post-graduation experience;
- b) At least ten (10) years of relevant experience in the respective sector;
- c) Demonstrated experience in sector diagnostics, needs assessments, or feasibility studies is required;
- d) Familiarity with integrated and cross-sectoral planning approaches;
- e) Demonstrated knowledge and application of the World Bank ESF is required.

**7.2.3 Environmental and Climate Risk Specialist (1 Position)**

The Environmental Specialist shall be responsible for environmental screening, risk assessment, and integration of environmental considerations into the study outputs.

- a) A Master’s degree in Environmental Science, Environmental Engineering, Natural Resource Management, or a related field;
- b) Minimum of twelve (12) years post-graduation experience;
- c) At least ten (10) years of relevant experience in environmental assessment, climate risk analysis, or sustainability planning within development projects.
- d) Demonstrated experience in climate vulnerability assessments affecting rural livelihoods and infrastructure sustainability;
- e) Demonstrated experience in environmental sustainability principles under development partner frameworks, including application of the World Bank ESF is required.

**7.2.4 Social Development Specialist (1 Position)**

The Social Development Specialist shall be responsible for social risk assessment, stakeholder engagement, and inclusion considerations.

- a) A Master’s degree in Sociology, Social Development, Anthropology, or related field;
- b) Minimum of twelve (12) years post-graduation experience;
- c) At least ten (10) years of relevant experience in experience in social analysis, gender mainstreaming, community engagement, and inclusion-focused development programming;
- d) Demonstrated experience in social risk analysis, community engagement, and preparation of social management measures;
- e) Demonstrated experience in applying World Bank ESF social standards, particularly those related to stakeholder engagement, vulnerable groups, and social sustainability is required.

### 7.2.5 GIS and Spatial Planning Specialist (1 Position)

The GIS Specialist shall support spatial analysis, mapping of infrastructure gaps, and corridor-based planning.

- a) A Master’s degree in GIS, Geomatics, Geography, or related field;
- b) Minimum of twelve (12) years post-graduation experience;
- c) At least ten (10) years of relevant experience in spatial data analysis and mapping for development planning or infrastructure assessments;
- d) Experience in mapping socioeconomic indicators and infrastructure service gaps in multi-county or regional contexts will be considered an advantage;
- e) Proficiency in recognized GIS software platforms such as ArcGIS or QGIS is required;

### 7.2.6 Socio-Economic Analyst / Statistician (1 Position)

- a) A Master’s degree in Statistics, Economics, or related field;
- b) Minimum twelve (12) years post-graduation experience;
- c) At least ten (10) years relevant experience in economic diagnostics, value chain analysis, infrastructure-led economic development, or regional integration assessments;
- d) Experience in multi-sector economic analysis within Sub-Saharan Africa and familiarity with development partner appraisal standards will be considered an asset;

## 7.3. Key Experts Input Schedule (Staff-Months)

The level of effort for each Key Expert is estimated below. Consultants may propose adjustments based on their methodology, provided that adequate coverage of all tasks is ensured.

**Table 7.3: Key Staff Input**

| No. | Position   | No. of Experts | Estimated Staff-Months per Expert | Total Staff-Months |
|-----|--|----------------|-----------------------------------|--------------------|
| 1   | Team Leader / Socio-Economic Infrastructure Expert | 1              | 6.0                               | 6.0                |
| 2   | Fisheries & Blue Economy Specialist                | 1              | 3.0                               | 3.0                |
| 3   | Tourism Development Specialist                     | 1              | 2.5                               | 2.5                |
| 4   | MSME & Trade Specialist                            | 1              | 3.0                               | 3.0                |
| 5   | Agriculture & Value Chain Specialist               | 1              | 3.0                               | 3.0                |
| 6   | Education Infrastructure Specialist                | 1              | 2.5                               | 2.5                |
| 7   | Health Infrastructure Specialist                   | 1              | 2.5                               | 2.5                |
| 8   | WASH Specialist                                    | 1              | 3.0                               | 3.0                |
| 9   | Digital Economy / ICT Specialist                   | 1              | 2.5                               | 2.5                |

| No. | Position                                | No. of Experts | Estimated Staff-Months per Expert | Total Staff-Months |
|-----|---|----------------|-----------------------------------|--------------------|
| 10  | Environmental & Climate Risk Specialist | 1              | 3.0                               | 3.0                |
| 11  | Social Development Specialist           | 1              | 3.0                               | 3.0                |
| 12  | GIS & Spatial Planning Specialist       | 1              | 3.0                               | 3.0                |
| 13  | Socio-Economic Analyst / Statistician   | 1              | 3.0                               | 3.0                |
|     | <b>TOTAL</b>                            | —              | —                                 | <b>40</b>          |

#### 7.4. Support Staff and Non-Key Experts

In addition to the Key Experts specified under Section 7.2, the Consultant shall provide adequate support staff to ensure efficient execution of field activities across the five project counties. The support team shall include field coordinators, enumerators, data management personnel, GIS assistants, and administrative staff. The Consultant shall ensure appropriate deployment of support staff to enable parallel data collection, effective stakeholder engagement, and timely delivery of outputs. The composition and level of effort of support staff shall be clearly presented in the Consultant’s proposal. The Consultant shall propose a support team including, but not limited to, the following categories of personnel:

*Table 7.3: Non-Key Staff Input*

| Category             | Position                   | Indicative Number | Estimated Staff-Months | Total Staff-Months |
|----------------------|----------------------------|-------------------|------------------------|--------------------|
| Field Coordination   | County Field Coordinators  | 5                 | 3                      | 15                 |
| Data Collection      | Enumerators / Surveyors    | 10                | 3                      | 30                 |
| Data Management      | Data Manager               | 1                 | 3                      | 3                  |
| GIS Support          | GIS Assistant              | 1                 | 3                      | 3                  |
| Community Engagement | Liaison Officers           | 3                 | 3                      | 9                  |
| Administration       | Admin/Logistics Assistants | 1                 | 6                      | 6                  |
| <b>TOTAL</b>         |                            | <b>21</b>         |                        | <b>66</b>          |

#### 7.5. Reporting and Coordination

All Key Experts shall report to the Team Leader. The Team Leader shall serve as the primary point of contact between the Consultant and the Client and shall be responsible for:

- a) Coordination of all expert inputs;
- b) Integration and quality assurance of deliverables;
- c) Timely submission of reports.

#### 7.6. Replacement of Key Experts

Replacement of Key Experts shall not be permitted without prior written consent of the Client. Any proposed replacement shall:

- a) Have qualifications and experience **equal to or better than** those of the original expert; and
- b) Be subject to approval in accordance with applicable procurement regulations.

---

### **7.7. Client's Input and Facilities**

The Client shall facilitate access to relevant data, reports, and stakeholders necessary for the execution of the assignment. However, the Consultant shall be responsible for all logistical arrangements required for the performance of the services.

## SECTION 8: REPORTING & DELIVERABLES

### 8.1. General Requirements

The Consultant shall prepare and submit all reports in accordance with the requirements of this TOR and to the satisfaction of the Client. All deliverables shall be of high professional quality and consistent with international best practices for socio-economic infrastructure planning.

All reports shall:

- a) Be prepared in **English**;
- b) Be submitted in both electronic (MS Word, Excel, GIS formats where applicable) and **three (3) hard copies**;
- c) Include executive summaries suitable for policy-level decision-making;
- d) Clearly document methodologies, data sources, assumptions, and limitations;
- e) Integrate environmental and social considerations in accordance with the Environmental and Social Framework (ESF) of the World Bank;
- f) Be subject to review and approval by the Client.

### 8.2. Reporting Structure and Responsibilities

- a) The **Team Leader** shall be responsible for overall coordination, consolidation, and submission of all deliverables.
- b) Each **Sector Specialist** shall prepare sector-specific inputs aligned to their thematic areas.
- c) The **Environmental Specialist** and **Social Development Specialist** shall ensure full integration of ESF requirements across all deliverables.
- d) The **GIS Specialist** shall provide spatial analysis, maps, and geo-referenced outputs.
- e) The **Socio-Economic Analyst** shall lead data analysis, modelling, and statistical validation.

### 8.3. Deliverables and Timeline

The assignment is expected to be completed within **six (6) months**. The Consultant shall submit the following deliverables:

*Table 8.3: Deliverables and timeline*

| Deliverable      | Lead Experts | Key Contents  | Timeline                                       |
|------------------|--------------|---|--|
| Inception Report | Team Leader  | <ol style="list-style-type: none"> <li>a) Detailed understanding of the assignment and objectives;</li> <li>b) Refined methodology and work plan;</li> <li>c) Stakeholder mapping and engagement strategy;</li> <li>d) Data collection tools and survey design;</li> <li>e) Detailed staffing schedule aligned with proposed staff-months;</li> <li>f) Quality assurance and risk management approach;</li> </ol> | Within <b>3 weeks</b> of contract commencement |

| Deliverable                   | Lead Experts                               | Key Contents   | Timeline  |
|-------------------------------|--|--|---|
|                               |  | g) ESF integration framework (environmental and social screening approach).  |   |
| Baseline & Diagnostic Report  | Socio-Economic Analyst, Sector Specialists | <ul style="list-style-type: none"> <li>a) Socio-economic baseline of the Lake Victoria Basin corridor counties (Busia, Siaya, Kisumu, Homa Bay, Migori);</li> <li>b) Sector-specific diagnostics: <ul style="list-style-type: none"> <li>(i). Fisheries and Blue Economy</li> <li>(ii). Tourism</li> <li>(iii). MSMEs and Trade</li> <li>(iv). Agriculture</li> <li>(v). Education</li> <li>(vi). Health</li> <li>(vii). WASH</li> <li>(viii). Digital Economy</li> </ul> </li> <li>c) Infrastructure gap analysis;</li> <li>d) Spatial mapping of existing infrastructure (GIS outputs);</li> <li>e) Identification of key development constraints and opportunities;</li> <li>f) Preliminary environmental and social screening findings.</li> </ul> | Within <b>8 weeks</b> of contract commencement  |
| Draft Needs Assessment Report | Team Leader                                | <ul style="list-style-type: none"> <li>a) Integrated socio-economic infrastructure needs assessment;</li> <li>b) Prioritization of infrastructure needs across sectors;</li> <li>c) Identification of catalytic investments and development corridors;</li> <li>d) Economic and financial analysis of proposed interventions;</li> <li>e) Environmental and social risk analysis (aligned with ESF);</li> <li>f) Stakeholder consultation outcomes;</li> <li>g) GIS-based mapping of priority investments;</li> <li>h) Preliminary implementation framework.</li> </ul>  | Within <b>16 weeks</b> of contract commencement |
| Final Report                  | Team Leader                                | <ul style="list-style-type: none"> <li>a) Revised and finalized report incorporating Client and stakeholder comments;</li> <li>b) Final prioritized investment plan;</li> <li>c) Detailed implementation roadmap;</li> <li>d) Institutional and governance recommendations;</li> </ul>   | Within <b>22 weeks</b> of contract commencement |

| Deliverable                        | Lead Experts                   | Key Contents   | Timeline  |
|------------------------------------|--------------------------------|--|---|
|                                    |                                | e) Environmental and social management recommendations;<br>f) Final GIS database and maps;<br>g) Executive summary and policy brief. |   |
| Workshops & Stakeholder Engagement | Social Specialist, Team Leader | a) Stakeholder consultation reports;<br>b) Workshop presentations and materials;<br>c) Documentation of feedback.                    | Throughout (key milestones at Draft and Final stages) |

#### 8.4. Deliverables and Staffing Alignment Matrix

The table below aligns each deliverable with the corresponding Key Experts and level of effort:

**Table 8.4: Staffing Alignment Matrix**

| Deliverable                        | Lead Experts                               | Key Supporting Experts     | Indicative Level of Effort (% of Total Staff-Months) |
|------------------------------------|--|----------------------------|--|
| Inception Report                   | Team Leader                                | All Experts                | 15%  |
| Baseline & Diagnostic Report       | Socio-Economic Analyst, Sector Specialists | GIS, Environmental, Social | 30%  |
| Draft Needs Assessment Report      | Team Leader                                | All Experts                | 30%  |
| Final Report                       | Team Leader                                | Selected Experts           | 15%  |
| Workshops & Stakeholder Engagement | Social Specialist, Team Leader             | All Experts                | 10%  |

#### 8.5. Review and Approval Process

- a) The Client shall review each deliverable within **two (2) weeks** of submission;
- b) The Consultant shall address all comments and resubmit revised deliverables within **one (1) week**;
- c) No deliverable shall be considered final until formally approved by the Client.

#### 8.6. Data, Software, and Outputs

- a) All data collected under the assignment shall remain the property of the Client;
- b) The Consultant shall submit all datasets in editable formats (Excel, GIS shapefiles, etc.);
- c) All maps shall be geo-referenced and compatible with standard GIS platforms;
- d) The Consultant shall ensure data quality, traceability, and audit readiness.

#### 8.7. Confidentiality

The Consultant shall treat all data, reports, and outputs as confidential and shall not disclose any information without prior written consent of the Client.

## **SECTION 9: CLIENT’S RESPONSIBILITIES & DATA PROVISION**

### **9.1. General Responsibilities of the Client**

The Client, through the Project Implementation Unit (PIU) of the Lake Victoria Basin Development Project, shall provide overall guidance, coordination, and support to facilitate the successful implementation of the assignment.

In particular, the Client shall:

- a) Provide strategic oversight and ensure alignment of the assignment with project objectives and national development priorities;
  - b) Facilitate coordination with relevant national and county government institutions and stakeholders;
  - c) Review and provide timely feedback on all deliverables submitted by the Consultant;
  - d) Support the organization of stakeholder consultations and validation workshops, where necessary;
  - e) Designate a focal point to serve as the primary liaison between the Client and the Consultant.
- 

### **9.2. Data and Information Provision**

The Client shall, to the extent available, provide the Consultant with access to relevant data and information required for the assignment, including but not limited to:

- a) Existing studies, reports, and assessments related to the Lake Victoria Basin Transport Corridor;
- b) National and county-level development plans, including County Integrated Development Plans (CIDPs);
- c) Sector policies, strategies, and master plans;
- d) Available socio-economic, demographic, and infrastructure data;
- e) Relevant geographic and spatial datasets, where available;
- f) Environmental and social documentation related to ongoing or planned projects.

The Consultant shall be responsible for reviewing, validating, and supplementing such data as necessary to ensure completeness and accuracy.

---

### **9.3. Stakeholder Facilitation**

The Client shall:

- a) Facilitate introductions and access to key stakeholders, including:
  - (i). National Ministries, Departments, and Agencies (MDAs);
  - (ii). County Governments of Busia, Siaya, Kisumu, Homa Bay, and Migori;
  - (iii). Community leadership structures and local institutions;
  - (iv). Relevant private sector entities;
- d) Provide official letters of introduction to support fieldwork and data collection activities;
- e) Support coordination of stakeholder meetings and workshops where appropriate.

#### 9.4. Review and Approval of Deliverables

The Client shall:

- a) Review all reports and deliverables submitted by the Consultant within the timelines specified in this TOR;
  - b) Provide consolidated comments and feedback to the Consultant;
  - c) Approve deliverables upon satisfactory incorporation of comments;
  - d) Ensure that feedback is provided in a timely manner to avoid delays in the assignment.
- 

#### 9.5. Counterpart Support

The Client may, where necessary:

- a) Assign counterpart staff to work closely with the Consultant;
- b) Facilitate access to government offices and institutions;
- c) Support coordination at national and county levels.

Such support shall not relieve the Consultant of its responsibilities under the contract.

---

#### 9.6. Logistics and Facilities

The Client shall not be responsible for providing office space, transport, or operational logistics unless otherwise agreed.

The Consultant shall be fully responsible for:

- a) Office facilities;
  - b) Transportation and field logistics;
  - c) Data collection arrangements;
  - d) Administrative support.
- 

#### 9.7. Data Ownership and Use

All data, reports, and outputs generated under this assignment shall remain the property of the Client.

The Consultant shall:

- a) Submit all datasets, reports, and supporting materials in editable formats;
  - b) Not use or disclose any information obtained during the assignment for purposes unrelated to this assignment without prior written consent of the Client;
  - c) Ensure that all data is properly documented, archived, and transferred to the Client upon completion of the assignment.
- 

#### 9.8. Confidentiality

The Client shall ensure that any confidential information provided to the Consultant is clearly identified as such.

Both parties shall:

- a) Treat all confidential information with due care;
  - b) Not disclose such information to third parties without prior written consent;
  - c) Use such information solely for the purposes of this assignment.
-

---

### 9.9. Limitations of the Client's Responsibilities

While the Client shall make reasonable efforts to provide access to data and facilitate stakeholder engagement, the Consultant shall remain fully responsible for:

- a) Obtaining any additional data required to complete the assignment;
- b) Verifying the accuracy and reliability of all data used;
- c) Ensuring that the analysis and outputs are based on sound evidence and professional judgment.