



REQUEST FOR QUOTATIONS AND CVs # RFQ-TR-CSA-2024-06

Date Issued: September 20, 2024

Response Deadline: October 15, 2024

SOW – Kenya Research Project Management Consultancy

1.1 Project background

The Transformational Strategies for Farm Output Risk Mitigation (TRANSFORM) is a five-year, USAID-financed, activity implemented by Cargill Inc. and its direct and indirect subsidiaries (collectively, "Cargill"), in partnership with Heifer Project International and the International Poultry Council (IPC). The goal of TRANSFORM is to sustainably strengthen animal-sourced food systems to prevent antimicrobial resistance (AMR), zoonoses, and transboundary animal diseases (TAD).

Animal health is the cornerstone for achieving this goal. TRANSFORM's strategy focuses on improving animal health so significantly that the risk of disease and zoonotic pathogens is considerably lower, animal production is considerably higher, and the use of antibiotics as a treatment for illness, to prevent disease, or to enhance performance is significantly reduced. In this way, animal health improvements reduce the risk of AMR and other threats to human health. In alignment with the Global Health Security Agenda, TRANSFORM will take a systems approach to address this complex challenge, working across four inter-related components:

- **On-farm Practices:** TRANSFORM is addressing transboundary animal diseases, zoonoses, and antimicrobial use at the source, working with farmers, intermediaries, and private sector companies to encourage adoption of on-farm biosecurity, farm management and antimicrobial use practices that improve animal health. When improved farm management and biosecurity practices are adopted, animals are healthier, the need for antibiotics is reduced, farmer livelihoods increase, and threats to human health are reduced.
- **Holistic Animal Nutrition Research:** TRANSFORM is utilizing locally-led applied research to determine the ability of immune-supporting in-feed additives to improve animal health. By researching animal nutrition solutions, TRANSFORM aims to identify market-driven solutions that can improve immune response to disease, reduce zoonotic pathogens, increase productivity, and avoid the need to use antimicrobials.
- **Antimicrobial Use Stewardship:** Industry-wide commitment is essential to changing behavior at scale. To foster change across the poultry meat industry, TRANSFORM is engaging companies and associations to adopt or endorse science-based antimicrobial use stewardship principles. By encouraging a mindset shift to avoid the need to use

antimicrobials, yet when needed use responsibly, animal management is elevated to the first line of defense against antimicrobial resistance.

- **Access to Finance:** Without the financial capital to invest in improved farm management practices, farmers are unable to implement the biosecurity measures necessary to protect their animals from disease. Partnering with local financial institutions, TRANSFORM is mobilizing private capital to provide loans to farmers to invest in improved farm management and biosecurity practices that will increase animal health and improve productivity.

As part of activities under the Holistic Animal Nutrition component TRANSFORM is financing a portfolio of trials in Kenya to research the ability of immune-supporting in-feed additives to reduce zoonotic and foodborne pathogens, minimize the need for antibiotic interventions, reduce AMR pathogen presence, enhance post-vaccination responses, and increase productivity and return on investment for farmers.

TRANSFORM is seeking a consultant (“Vendor”) to support the University of Nairobi with the coordination and implementation of a portfolio of up to 3 trials financed by TRANSFORM and implemented in Kiambu, Machakos, Trans – Nzoia, Siaya, Nandi, Meru, and Uasin Gishu counties. The consultant will work under the supervision of the principal investigator at the University of Nairobi.

1.2 Project Scope

The Vendor will at a minimum implement the following activities:

Project delivery

- Oversee the delivery of research, training, and stakeholder engagement.
- Provide day-to-day high-level support to the principal investigator (PI), assisting in the implementation of protocols for a portfolio of up to 3 trials.
- Routinely monitor all activities, review risks, issues, and progress, taking actions as necessary to ensure minimum impact on project deadlines.
- Maintain up-to-date records that enable effective monitoring, control, and evaluation of assigned activities.
- Strictly adhere to, and promote, biosecurity protocols during the execution of all duties.

Operations and resources management

- Perform strategic project resources planning and financial analysis, including assisting in requests for funds.
- Coordinate the delivery of strong project governance.

Communications and relationships management

- Communicate project information and status to all relevant parties, providing early warning and escalation of key issues to the Principal Investigator.
- Work with the Principal Investigator, sponsors and researcher assistants to ensure project portfolio is visibly.

- Work with the Principal Investigator and TRANSFORM to develop case studies, highlighting successful outputs and outcomes of the project.
- Compile and share weekly research updates for TRANSFORM.
- Help in data analysis and writing of reports and manuscripts.

1.3 Place of Performance

The consultant shall provide support in Nairobi where the University of Nairobi is located and will travel to trial locations in Kiambu, Machakos, Trans – Nzoia, Siaya, Nandi, Meru, and Uasin Gishu counties

1.4 Project approach and schedule

The period of performance of this agreement is estimated from October 2024 to October 2025.

1.5 Project deliverables

The Vendor will provide monthly report of activities implemented

1.6 Vendor qualifications

- A degree in Veterinary Medicine and a postgraduate qualification.
- Exceptional project management and organizational skills combined with a strong attention to detail.
- Good analytical skills demonstrated by a structured and methodical approach.
- Experience in Managing multi-disciplinary research projects is an added advantage.
- Interest in data-driven research and experience in using KoBO, Epicollect, Excel and STATA.

Response Process and Instructions

Instructions to Complete the Request for Quotations

Vendor responses are due no later than October 15, 2024, at 5 pm EAT via e-mail listed below. Please submit all your information as directed.

E-mail submissions:

Please send a copy of the Vendor CV and provide a quotation (monthly consultancy fee) to Transform_Ops@cargill.com and include “RFQ–TR-CSA-2024-06” or “Kenya Research Project Management” in the subject of the e-mail.

Response Requirements

Interested Vendors shall submit a quote including the following:

- Vendor’s CV. Please ensure to highlight relevant experience in the CV. Vendors can also include a one-page cover letter highlighting relevant experiences in addition to the CV.
- Monthly consultancy fee in Kenyan Shillings, please indicate if Vendor is required to invoice VAT and include VAT costs if applicable with the quotation.

Other Submission Guidelines

USAID Requirements

Any resulting award, if any, will include terms and conditions required within Cargill's cooperative agreement with USAID including mandatory and required standard provisions, as well as applicable clauses described in Appendix II to the Uniform Rules (Contract Provisions for Non-Federal Entity Contracts Under Federal Awards) under 2 C.F.R. § 200.326.

RFQ Communications

All questions should be sent to the RFQ Coordinator via email to Transform_Ops@cargill.com. All questions will be answered and shared with all service Vendors, as appropriate, via e-mail. Cargill reserves the right to not answer any question at its sole discretion.

Proposal Costs

The Vendor is responsible for all costs of preparing, submitting and (if requested by Cargill) resubmitting its response, and any other prior or subsequent activity used in the RFQ process, including the evaluation of the response, presentations, meeting attendance, due diligence and/or contract negotiations, regardless of whether or not Cargill enters into an Agreement with Vendor.

No Implied Offer

The issuance of this RFQ does not imply that Cargill is making an offer to do business with any RFQ recipient or respondent. No agreement or other binding obligation on Cargill is implied or will occur unless and until a definitive Agreement is executed by all parties. The issuance of this RFQ and the submission of the Vendor response do not create any obligation upon Cargill to purchase goods or services from the Vendor, or to enter any binding legal relationship with any one or more of the Vendors.