

Terms of Reference for Water Stewardship - Consultant

I. Background:

Kenya Flower Council (KFC) is the leading Business Membership Association for growers, exporters and key cut-flower and ornamentals value chain actors. KFC members account for approximately 80 per cent of Kenya's floricultural exports.

KFC's Flowers and Ornamentals Sustainability Standards (FOSS), popularly known as KFC Silver and Gold Standard, to which all members must comply, is a trusted standard worldwide. It is one of only three internationally benchmarked standards that demonstrate sustainable social, environmental and good agricultural business practice benchmarks set by the EU-based Floriculture Sustainability Initiative (FSI). The standard encourages commitment to ethical practices, innovation and promoting equitable trading practices, thus ensuring that certified producers foster sustainable, responsible and safe production of cut flowers and ornamentals.

The organization is in the forefront promoting Kenya as a reliable source of quality cut flowers and ornamentals and the country's competitiveness in the global floriculture trade. KFC is actively engaged in all major trade negotiations in existing, new and emerging markets and in amplifying Kenya's image in the international market as the most trusted source of cut flowers and ornamentals.

Currently, Kenya is the third largest producer of cut flowers and ornamentals in the world and exports to over 60 destinations globally. Floriculture is the fastest-growing export sector in the Kenyan economy, providing direct employment for over 200,000 workers.

KFC engages with key actors locally for a favourable business environment for growers and exporters of cut flowers and ornamentals.

KFC is currently implementing a project dubbed "*Creating positive Environmental and Social impact in Kenya through quality data management*" in partnership IDH.

Consequently, KFC plans to hire a Water Consultant whose main task is to support delivery of relevant components of the project guided by the project objectives below i.e.;

- a) To promote social and environmental good practice amongst KFC producer members through improved strategies on good water stewardship.
- b) Define a framework for collecting quality data on water stewardship performance indicators for Kenya floriculture industry.

- c) Use lessons learnt to build the capacity of KFC secretariat and producer members to promote environmental compliance.

The water stewardship will among other achievements enable the producers and KFC: -

- ✦ To enhance the knowledge and understanding that it is imperative to have monitoring systems that capture water usage along the whole production chain i.e. nurseries, production fields, post-harvest, domestic, among others.
- ✦ To upgrade the KFC database to capture water used along the whole flower production chain against the current status where it is capturing the water used for field and greenhouse flower production only.
- ✦ To monitor the amount of water used per production unit of the flowers produced on year-on-year basis to demonstrate sustainable use of the water resources.
- ✦ To have data that is demonstrating the positive social, economic and environmental impacts arising from flower and ornamental production, such as the revenue generated per cubic metre of water used and amount of water used to produce units of flowers, among others.

II. Scope of Work:

U Under the overall guidance of the CEO, the consultant will perform the following tasks: -

a. Promotion of social and environmental good practice amongst KFC producer members through improved strategies on good water stewardship:

1. Benchmark the current water stewardship practice with international standards and initiatives, such as the SIFAV assessment framework, for KFC producer members.
2. Identify specific water catchment areas to focus on and define the scope on water management indicators to be reported by producers to get a deep understanding of the impact they have on water, identify prevailing gaps, and demonstrate good water stewardship and water foot-printing.
3. Develop and adopt strategies to enhance good water stewardship practices in response to climate change for sustainability. Tap into collective action opportunities through FSI and other water stewardship expert bodies

b. Definition of a framework for collecting quality data on water stewardship for Kenya floriculture industry:

1. Develop criteria for collecting quality data to enhance good water stewardship, including calculation of growing regions water use averages, water stress on floriculture-intense catchment areas, and mechanism of calculating harvested rain water.
2. Promote good water stewardship through water foot-printing for sustainability.
3. Conduct pilot study with farms on the developed data reporting criteria and use the feedback to perfect the reporting system.

4. Assessment of collected water management data per farm/ per catchment area in comparison to its growing region water usage averages and/or other crops and other countries (Florverde in Colombia, SIFAV water basket requirement).

c. Capacity building of KFC secretariat and producer members to promote environmental compliance:

1. Organize regional growers learning sessions on good water stewardship and reporting and water foot printing.
2. KFC technical staff capacity building on data collecting framework and maintenance.
3. Peer learning and data comparison with peer organizations e.g. Asocolflores.

III. Deliverables

The following are key deliverables by the Consultant: -

1. A baseline report on current industry water stewardship practices.
2. Defined water management indicators to be captured in the KFC Database by producers.
3. At least 80 KFC producer members trained on good water stewardship, water use reporting, and water foot-printing.
4. Good water stewardship strategies developed and adopted by KFC producer farms for sustainability.
5. Water foot-printing methodology identified and adopted by producers.
6. End line report on water stewardship strategies implementation.

IV. Institutional Arrangements

The consultant will report to the KFC CEO and work day-to-day with the Project Manager.

V. The Consultancy Timeframe

The project activities will run from October 2021 to December 2022. The consultant will be required to undertake the different project activities at different times within the project term as illustrated in the scope of work. Cumulatively the consultancy time will be done within 2 months (staggered days).

VI. Required Skills and Experience

We invite applications from highly skilled individuals or teams. The Consultant / Company should have the following:

1. Internationally recognizable track record and knowledge of water data, sustainability, and water footprint.
2. A record of at least 5 companies where consultancy on similar tasks were undertaken successfully.

3. Knowledge of water standards from international institutions that monitor compliance with respect to efficient water usage and methods used for monitoring and parameters used to measure performance against set and known criteria.
4. Proven Post graduate education and experience on water related matters.
5. Experience in the horticulture sub-sector will be an added advantage.

VII. Language

- a. Strong command of English both written and oral.
- b. Computer literacy and ability to effectively use office technology equipment, ability to use Internet and email.
- c. Strong computer skills

VIII. Schedule of Payments

- 40% upon signing of the contract by both parties, and submission of a clear work plan.
- 50% upon completion of all tasks.
- 10 % upon submission of the final assignment report to KFC.

IX. Documents

While submitting the EoI/Proposal, the applicant shall, in particular, ensure to attach the following:

- a. Profile of the consultancy firm (max 2 page) explaining why they are the most suitable for the assignment.
- b. Relevant Experience/Expertise (max 2 pages).
- c. Detailed methodology, conceptual framework with expected deliverables and timelines as per this Terms of reference.
- d. CV outlining relevant background and experience.
- e. References of similar projects completed within the last five years (minimum 3).
- f. A detailed breakdown of estimated costs including a total fee as a lump sum. The financial proposal shall also include a detail breakdown of costs for fee, travel, number of working etc.).
- g. All costs and fees should be quoted in Kenya Shillings.
- h. Estimated timeline for delivery of 10-15 days of work as per this TOR.

X. Submission of Bid

Interested eligible individuals are requested to submit both a copy of their technical and financial proposal by email to kfc@kenyaflowercouncil.org under the subject: "KFC Quotation for Water Stewardship Consultant" on the subject line of the email.

The submissions must reach **KFC by 5:00 PM on Monday, 25th October 2021**. Late proposal tenders will not be accepted in any circumstances and will not be assessed.

XI. Proposal enquiries

Requests for clarification should be made in writing and sent to: john.njenga@kenyaflowercouncil.org

XII. Evaluation criteria

The award of the contract shall be made to the consultant who has received the highest score out of pre-determined technical and financial criteria specific to the solicitation.

Criteria	Weight (70%)	Points
Technical	70	70
Relevant educational background / qualifications	10	10
Good understanding of key concepts	15	15
Proven relevant experience in water stewardship	25	25
Skills in training	10	10
Communication skills	5	5
Assignments of similar nature and degree of complexity (consultancy services in the area of water in projects, programs or policies).	5	5
Financial	30	30

Only individuals obtaining a minimum of 70 points and above will be considered for the financial evaluation. Please note that only shortlisted candidates will be contacted.

Other clauses

i) Copyright

All materials produced or acquired under the terms of this consultancy shall remain the property of KFC. Therefore, KFC retains the exclusive right to publish or disseminate the reports arising from such materials. Notwithstanding the termination of this consultancy the copyrights shall continue to vest with KFC. The consultancy firm shall not use or reproduce any materials or software developed for the project, without prior written approval of the KFC. Any breach of this clause will be dealt as per the KFC rules and policies.

ii) Confidentiality

The consultancy firm will not disclose any information and materials shared between KFC and the consultant or any other information known as a result of this assignment without



prior written consent of FPEAK. A Non-Disclosure Agreement (NDA) to be signed with KFC regarding the confidentiality of all the data pertaining to KFC and its members. Any breach of this clause will be dealt as per the rules and policies of the partner organizations.