



REPUBLIC OF KENYA

MINISTRY OF LABOUR & SOCIAL PROTECTION

**REQUEST FOR CURRICURUM VITAE\$ (CV\$)
(CONSULTING SERVICES-INDIVIDUAL CONSULTANT SELECTION-ICS-CV\$)**

Country : Kenya

Name of Project : Kenya Youth Employment & Opportunities Project (KYEOP)

Project ID : P151831

Credit No. : IDA-58120

Assignment Title : Consultancy services for enhancement of the Kenya Labour Market Information System (KLMIS) backend to create a Management Information System (MIS) for electronic data capture and transmission within the Ministry of Labour and Social Protection and other entities

Reference No. **TENDER NO: ML&SP/KYEOP/ICS/004/FY 2018-2019**

The Ministry of Labour and Social Protection is implementing Component 3 of the Kenya Youth Employment and Opportunities Project (KYEOP) which is aimed at “Improving Labour Market Information” in the Country.

The Government of Kenya has received financing from the World Bank towards the cost of the aforementioned project and intends to apply part of the credit for consulting services.

The individual consultant will be expected to undertake the assignment as stipulated in the attached Terms of Reference (TORs). The implementation period for the consultancy is expected to be One hundred and twenty (120) days from the time of signing the contract.

The Ministry now invites eligible individual consultants to submit CVs for consideration. Interested consultants must provide information demonstrating that they have the required qualifications and relevant experience to perform the services. The short listing criteria will be as indicated in the TORs.

The consultant will be selected in accordance with the procedures set out in the World Bank’s *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers* (January, 2011 Edition) - Individual Consultant Selection (IC-CVs) method set out in the Consultant Guidelines.

Interested individual consultants can obtain further information at the address below during office hours, Monday –Friday 0800 to 1700 hours. The advert can also be downloaded from the Ministry of Labour & Social Protection website: www.labour.go.ke.

The CVs should either be hand delivered to NSSF Building Block "A", 14th Floor, Eastern Wing Bishops road or sent by mail to the address below:

The Principal Secretary,
State Department for Labour
Ministry of Labour & Social Protection
P.O. Box 40326-00100

NAIROBI, KENYA

Tel: +254(0)2729800/2727980-4

E-mail: principalsecretary@labour.go.ke

Web site: www.labour.go.ke

Or sent by e-mail to kyeop@labour.go.ke

So as to reach us on or before 7th August 2018 at 1600 hrs. The documents should be in plain sealed envelopes clearly marked as follows:

Individual Consultancy - Recruitment of an individual consultant for enhancement of the Kenya Labour Market Information System (KLMIS) backend to create a Management Information System (MIS) for electronic data capture and transmission within the Ministry of Labour and Social Protection and other entities.

Head, Supply Chain Management Unit
State Department for Labour

Terms of Reference

Engagement of a consultant for enhancement of the KLMIS backend to create an MIS for electronic data capture and transmission within the Ministry of Labour and Social Protection and Other entities

Kenya Youth Employment and Opportunities Project

July, 2018

I. Background

1. The Ministry of Labor and Social Protection (ML&SP) engaged with the International Labor Organization (ILO) to identify a Roadmap for improving Kenya's Labor Market Information System (LMIS). The Roadmap identified infrastructure and software needed by the LMIS, requirements for collection of data on job vacancies, creation of a web-based access to this information, and technical assistance for training labor market analysts.
2. The Kenya Labour Market Information System (KLMIS) has been developed and was officially launched in July 2017. This is a nascent system that has tried to capture and present information obtaining in the labour market. The Roadmap postulate a continuous growth and expansion of the web based system to ensure that emerging issues are addressed as well as increasing available labour market information (LMI). As part of this growth trajectory, it is necessary to technically develop critical linkages and expand the system to provide better service.
3. Under the Kenya Youth Employment and Opportunities Project (KYEOP), Ministry is being supported to improve on its provision of labour Market information. Departments within the Ministry generate important and useful Labour market Information which should seamlessly get into the KLMIS for use in economic development strategies and therefore increase youth employability. Towards this goal, the Ministry would like to engage a consultancy to develop critical infrastructure in the system that will allow this seamless flow of information.

II. Purpose of the Consultancy

4. The purpose of the consultancy is to create capacity within the existing KLMIS in the Ministry of Labour and Social Protection by augmenting the backend for electronic data capture and transmission. This is part of internal capacity building within the LMIS that is aimed at creating sustainable production of relevant and timely LMI Content. Further the consultancy is aimed at creating data sharing applications between KLMIS and entities that have relevant administrative data.

III. Objectives:

5. The objective of the consultancy is to develop Application Programming Interfaces to enable real time sharing of administrative data among the Departments/Directorates within the Ministry of Labour and Social Protection and other entities that have relevant administrative data;

6. Another objective is to integrate the applications with the existing KLMIS portal to ensure flow of real time and accurate data to the KLMIS.

IV. Specific Tasks of the Consultancy

7. Review structure of administrative data in the Ministry
8. Identify existing types of IT platforms and operating systems in entities with relevant administrative data.
9. Evaluate the KLMIS architecture and propose plans for re-design.
10. Develop a User Interface (UI) and Applications Programming Interface (API) to enable sharing of administrative data produced by the Departments/Directorates within the Ministry of Labour and Social Protection and at least two other key databases outside the Ministry.
11. Integrate the applications onto the existing KLMIS portal to ensure provision of real time and accurate data for the KLMIS.
12. Creation of repository packages
13. Server setup including security features such as Firewall installation
14. Uploading and setting up of the application tiles in the server
15. Deploy the application securely and reliably to ensure integrity of data and offer support for the application to ensure efficiency and 99% uptime.
16. Post Deployment Testing and security enhancements
17. Setup system(database)auto backups

V. Deliverables and Reporting

18. The project will be delivered in the following phases:

Deliverable	Description	Timelines
Project requirement document, wireframes and Mockups	Project specifications and mockups / Wireframes designs of the product.	1 week
A distributed Data Base Management System (DBMS)	In distributed database, there will be a number of databases that may be distributed and managed by specific departments. A distributed DBMS will manage the distributed databases in a manner that it appears as one single database to users. This will ensure data sharing as well as making each department responsible for the management of their data.	2 months
Web Based Django	Web application that will enable the DBMS	1 month

Python Application	data/Information manipulation/Management by the respective Ministry departments/directorate.	
DBMS integration into the KLMIS	This will ensure that the data from different departments required for the KLMIS report analysis are directly accessed, analyzed and availed for respective consumers by the system	2 weeks
Project report on the applications	A preliminary report on the new applications and their role in the enhancement of the KLMIS	1 week

VI. Duration of Consultancy

19. The consultancy will last for 120 days between August 2018 and December 2018.

VII. Qualification and Requirements

20. This assignment requires an individual consultant

- Preferably a holder of at least a Bachelor's Degree in Information Technology or any other relevant area.
- Programme languages required are Python, django Framework, angular and django-rest-framework
- The consultant should have demonstrated experience in development of a Government Agency led ICT project especially a Management Information System
- A minimum of 3 years of proven experience in Computer Based Information System (CBIS), software development and database management
- The consultant should have directly relevant and demonstrable work experience of no less than 2 years.

VIII. Reporting

21. The consultant will report contractually to the Principal Secretary, State Department of Labour. However, the consultant will be expected to be supervised by the Director, National Human Resources Planning and Development