

Participatory Ecological Land Use Management (PELUM) Association

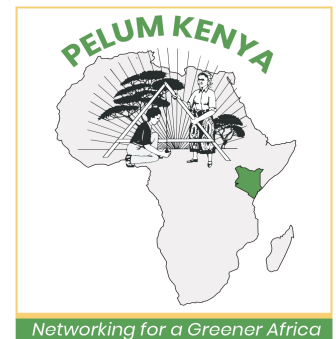
PELUM - KENYA

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TERMS OF REFERENCE (TOR)

THE DEVELOPMENT OF THE VIHIGA COUNTY AGROECOLOGY BILL, 2026

1.0 Introduction

The Vihiga County Government, through its Department of Agriculture, Livestock and Fisheries, is spearheading the development of a comprehensive legislative framework to formalize the transition toward sustainable food systems. The County Government has enacted the Vihiga County Agroecology Policy (2025). The policy calls for a legal framework, governance institutions, allocation of at least 10% of the agricultural budget for agroecology, and regulations on soil health, food safety, biodiversity conservation, and social inclusivity. The proposed Vihiga County Agroecology Bill (2026) aims to integrate these initiatives into enforceable law and enhance climate resilience in agriculture for sustainable livelihood.

2.0 A Call for Consultancy Services

Participatory Ecological Land Use Management (PELUM Kenya) and The Alliance of Bioversity International and CIAT, in collaboration with the County Government of Vihiga through its Department of Agriculture, Livestock and Fisheries (DoALF), are seeking the services of a qualified consultant or consultancy firm to lead the development of the Vihiga County Agroecology Bill, 2026. The primary goal of this consultancy is to produce a comprehensive, evidence-based, participatory, and stakeholder-owned Agroecology Bill that provides a robust legal and institutional framework for implementing the Vihiga County Agroecology Policy (2025). The consultant will work closely with the Technical Working Group (TWG) constituted by the County Executive Committee Member (CECM) for Agriculture, Livestock & Fisheries.

3.0 Scope of Work

The consultancy will be executed in **three** distinct phases over a maximum period of **8 weeks after signing the contract**. The Consultant will ensure that the draft bill fully complies and aligns with Kenyan legislative drafting principles (clarity, precision, constitutional conformity, and public participation under Articles 10, 118, and 196 of the Constitution of Kenya 2010), the Kenya Food Systems and Use Action Plan (2024-2030), National Agroecology Strategy for Food Systems Transformation(2024-2033), the County Governments Act (2012) and international best practices for agroecology and legislation.

Phase 1: Inception, Review and Gap Analysis (Weeks 1–2)

- i. *Conduct a desk review and detailed gap analysis of the existing Draft Bill vis-à-vis the Vihiga County Agroecology Policy 2025, existing national and county laws, and relevant international instruments.*
- ii. *Produce a consolidated revised version of the Draft Bill.*
- iii. *Share the revised draft with the TWG for initial feedback and integrate comments.*

Phase 2: Stakeholder Consultations and Revision (Weeks 3-5)

- i. *Present the revised draft to the County Assembly Committee on Agriculture, Livestock and Fisheries.*
- ii. *Moderate inclusive county-wide public participation forums (physical and virtual), ensuring representation of smallholder farmers, women, youth, persons with disabilities, civil society, private sector, academia, and traditional knowledge holders.*
- iii. *Document, analyse, and compile all stakeholder inputs.*
- iv. *Revise the draft accordingly and present the updated version to the TWG.*

Phase 3: Validation, Finalisation and Handover (Weeks 6-8)

- i. *Organise and present the draft during the county validation workshop chaired by the CECM.*
- ii. *Incorporate validation inputs and produce the final version of the Bill.*

- iii. *Prepare drafting instructions, an explanatory memorandum, and a comprehensive summary of the public participation process for submission to the County Assembly.*
- iv. *Presentation of the final Bill to the relevant county organs as required.*
- v. *Deliver a sensitization session for county staff and the TWG on the Bill's provisions and implementation requirements*

4.0 Methodology

The consultant shall propose a detailed, participatory methodology which includes and not limited to;

- Evidence-based desktop review and comparative analysis.
- Multi-stakeholder co-creation principles in Agroecology
- Gender, youth, disability, and social inclusion responsive approaches.
- Full compliance with constitutional requirements for public participation and national values.

The methodology will be approved during the inception meeting with the TWG.

5.0 Expected Deliverables

All deliverables must be submitted in editable Microsoft Word format (with hard copies where required) and must meet publishable quality standards. Key deliverables include:

- i. Inception Report with detailed work plan, methodology, and risk management.
- ii. Situational/gap analysis report on policy and legislation
- iii. Reports of all meetings, forums, and stakeholder consultations.
- iv. Draft Vihiga County Agroecology Bill (**with explanatory memorandum**).
- v. Revised draft following stakeholder inputs.
- vi. Validation workshop report(s).
- vii. Final validated Vihiga County Agroecology Bill, drafting instructions, public participation report, and implementation roadmap recommendations.
- viii. Final consultancy report with lessons learned.

6.0 Qualifications and Experience Required

The lead consultant or consulting firm must demonstrate a blend of technical expertise in agroecology and high-level legislative drafting. The following qualifications are mandatory for consideration:

6.1 Academic and Professional Qualifications.

- i. A minimum Master's degree in Agroecology, Agroforestry, Sustainable Agriculture, Agricultural Economics, Environmental or Agricultural Law/Policy, or any closely related field. A specialised certification or proven track record in Legislative Drafting is essential.
- ii. At least 10 years' proven experience in legislative drafting, preferably in the agriculture, environment, or natural resources sectors in Kenya.
- iii. Demonstrated experience in developing county policies or bills (evidence of at least two similar assignments in the last five years is required). Economic Policy Analysis and Management
- iv. Strong knowledge of Kenya's devolved governance system, constitutional public participation requirements, and international agroecology frameworks (Food and Agriculture Organisation{FAO}, Committee on World Food Security{CFS}, High Level Panel of Experts{HLPE}).
- v. Excellent facilitation, stakeholder engagement, and communication skills in both English and Kiswahili, with the ability to translate complex legal and ecological concepts into accessible language for diverse audiences.
- vi. Prior working experience with smallholder farmers, civil society, multi-stakeholder platforms, government, private sector, and academia is a distinct advantage.
- vii. High integrity and proven expertise in Gender, Equality, Disability, and Social Inclusion (GEDSI) mainstreaming within policy frameworks

6.2 Skills and Core Competencies

- viii. Advanced proficiency in Food and Nutrition Security (FNS) policy research, strategy formulation, and program management within the agricultural development space.

- ix. Ability to work with minimal supervision
- x. Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy, and integrity.
- xi. Demonstrate excellent interpersonal and professional skills in interacting with government, civil society, farmers, the private sector, and other development partners.

7.0 Application Process

Interested consultants or firms meeting the above criteria should submit their applications by 5:00 pm Kenyan time on **26th July 2026** to: procurement@pelumkenya.net with a copy to kiboenmarujajulius@yahoo.com.

The application package must include:

- i. A cover letter outlining how the candidate/firm meets the qualifications.
- ii. Detailed Curriculum Vitae(s) of the lead consultant and any other key experts (in the case of a firm or consortium).
- iii. Technical and financial proposals, including: consultant's understanding of the assignment, proposed methodology, detailed work plan, and itemised budget (consultants' daily rates, logistics, and all other costs broken down by phase).
- iv. Copies of two similar assignments undertaken in the last five years, with contact details of the clients.
- v. Testimonies/references from at least two previous clients.

This TOR is issued without prejudice and may be amended by mutual agreement. The successful consultant/firm will sign a formal contract incorporating these TORs, confidentiality, data protection, and conflict-of-interest clauses.