



Renewed partnership for sustained health outcomes

EXPRESSION OF INTEREST

Expression of interest for consultancy to review HENNET Constitution

Issued by

Health NGOs Network (HENNET)

A. BACKGROUND AND SCOPE OF THE PREQUALIFICATION

About HENNET

The Health NGOs Network (HENNET) was founded in 2005 and registered in 2007 as an NGO with a goal of coordinating and networking the CSOs in the health sector. This came as a result among the players that a common platform among the CSOs dealing with health-related issues in Kenya was necessary for purposes of collaboration, sharing of experiences and advocacy. HENNET has a membership of over 108 members as of 2023 which comprises of both local and international Non-Governmental Organizations (NGOs), Faith-Based Organizations (FBOs) and Research Institutions working in all the 47 Counties in Kenya but all focused-on health and health related issues. The various members have diverse health-related interests but all share on the vision of having a healthy Kenyan society.

Vision: A Healthy and Empowered Kenyan Society

Mission: As a network, we promote civil society's roles and engagements to transform Kenya's health sector.

B. Background and Objective

HENNET is a membership organization and is required by law to work in alignment with a constitution. From time to time, the network is required to review its constitution to ensure that it is updated and in congruence with current Country laws and regulation. It is expected that the Constitution will also align with international and regional best practices.

In May 2024, the Government passed the PBOs Act (2013) to which all Non-Governmental Organizations are required to adhere to with a re-registration deadline of May 2025.

C. Terms of Reference – ToR for the consultant

- Submit an approved workplan and inception report, detailing the general understanding of the assignment.
- Exhaustively review the PBOs Act to come up with provisions that need to be added, altered and deleted from the current constitution.
- Develop Draft Constitution that incorporates all relevant provisions.
- Conduct Member convenings to present the constitution and receive feedback that will enable you to review the final draft.
- Present final draft for ratification by HENNET members at the Annual General Meeting.
- Provide legal position on whether HENNET will under the provisions of the PBOs Act require to set up a Board of Trustees for prudent management of its assets and business development policy.

DELIVERABLES

- Approved work plan and inception report;
- Fact sheet on new provisions of the PBOs Act relevant to its current constitution.
- Brief Workshop report capturing highlights of member stakeholder engagements during the validation process of the draft constitution.
- Final Draft of a revised Constitution.
- Official legal position detailing the role of the Board of Trustees based on the PBOs Act.

APPLICANT PROFILE REQUIREMENTS

Applicants must have a proven track record of high-quality network within legal or legislating institutions.

SPECIFIC QUALIFICATIONS

- Bachelor's degree or equivalent in law (especially public law), political sciences, public administration, or experience in similar areas;
- Strong knowledge and background on constitution drafting (organizational or otherwise) legislative research, law-drafting, and technical expertise to provide professional and sound legislative advice on major legislative issues and concerns;
- Proven ability to deliver quality output working under tight deadlines.

HENNET'S ROLE

HENNET shall be responsible for supporting facilitation of the stakeholder forums. The roles will be further defined at an inception meeting.

C. Mandatory Documentation Information

Firms are required to attach the following documents to their application:

1. Detailed Profile with registered address, functional email, telephone numbers and point of contact for the organization, organogram and CVs of key staff.
2. Certificate of registration of business
3. Valid Operation and/or Trading License
4. Reference and recommendations from at least 3 present 3 past clients with whom your firm has done business for the category being bided for.

D. Address for Submission of applications

Consultants who meet the criteria can send their EOI on email to procurement@hennet.or.ke on or before 12th July 2024 **5pm Local Time**.

Additional Information

- HENNET reserves the right to request submission of additional information from prospective bidders.

Note: Any submission made through any other address or means respectively, shall not be honored and HENNET shall not accept any responsibility whatsoever.

E. Feedback to successful/Unsuccessful applicants

Successful applicants will be advised by email within two (2) weeks from date of closure of receipt of applications.