

## **Expression of Interest to Design and Layout of HENNET's Study Reports on Immunization Financing and Immunization Landscaping in Kenya**

### **TERMS OF REFERENCE**

#### **1. Consultancy Details**

**Consultancy Title:**

Design and Layout of HENNET's Study Reports on Immunization Financing (**78 Pages**) and Immunization Landscaping in Kenya (**52 Pages**).

**NOTE:** The consultant (s) can apply to design **ONLY ONE** report due to the short timeframe to complete this assignment.

### **TERMS OF REFERENCE**

**Contract Period:** 10 days (s).

**Reports to:** HENNET's Communication Officer

#### **2. About the Health NGOs' Network (HENNET)**

The Health NGOs' Network (HENNET) was founded in 2005 by 7 Health CSOs comprising both NGOs and FBO members and was registered in 2007 as an NGO by the NGOs Coordination Board with the goal of coordinating and networking the CSOs in the health sector. As a network, we promote civil society's roles and engagements to transform Kenya's health sector. HENNET has a membership of over 112 members as of 2023, which comprises 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.

#### **Background Information**

The 2010 Kenyan Constitution guarantees an all-inclusive rights-based approach to health service delivery, including the right to healthcare services and reproductive health care. Immunization is one of the most impactful and cost-effective public health interventions available, averting millions of deaths every year and providing protection from preventable diseases. It also brings children and families into contact with the health systems, offering them an opportunity for delivery of other basic health services and laying the foundation for primary health care.

The immunization program in Kenya is run by both the national and county governments, with the national government responsible for policy formulation, oversight, vaccine procurement, transport, and technical support. The counties are responsible for the distribution of vaccines, logistics, and human resources. The immunization program is funded by both national and county governments, GAVI (Global Vaccines Alliance), development partners, and private sources. Effective planning and prioritization of immunization programs at the county level are key for sustainability.

#### **About HENNET**

Health NGOs' Network (HENNET) is a National Membership Organization comprising over 120 members spread across the 47 Counties of Kenya. Hennet seeks to promote civil society's roles and engagements to transform Kenya's health sector in order to enhance their responses towards the health needs of Kenyans with a vision of "a healthy Kenyan Society".

Financing of vaccines in Kenya is still largely donor-dependent, which poses an existential threat to health service delivery and financial sustainability. As Kenya transitions from donor-funded to domestically funded programs, effective planning and prioritization of immunization programs at the county level would be key for sustainability. It is against this background that HENNET sought to undertake two study reports on Immunization financing in Kenya and Immunization Landscaping in Kenya to understand the wins, challenges and opportunities for advocacy in the country's immunization program.

### **3. Purpose of Consultancy**

The consultant (s) is assigned to design and layout of HENNET's Study Reports on Immunization Financing (**78 Pages**) and Immunization Landscaping in Kenya (**52 Pages**).

### **4. Tasks**

Design and layout of HENNET's Study Reports on Immunization Financing (**78 Pages**) and Immunization Landscaping in Kenya (**52 Pages**).

### **5. Duration of the Contract**

The consultancy is expected to take **10 days** from the date the contract is signed.

### **6. Remuneration/Consultancy Fees**

The consultancy fees shall be as agreed with the consultant based on the best value for money. The consultancy fees shall be inclusive of statutory tax deductions. Payable by cheque or EFT transfer, as the consultant may prefer. The payment shall be graduated, with 50% paid upon review and validation of the first draft by HENNET Communications Officer and 50% paid on successful completion of the assignment.

### **7. Bid Requirements**

Interested consultants should submit an Expression of Interest, which should include the following:

- i. A suitability statement that expresses commitment to availability for the entire period of the assignment.
- ii. Brief statement on the proposed methodology, including a detailed work plan, including a validation and review of the report designed by HENNET staff.
- iii. Updated curriculum vitae of the consultant (s) clearly spelling out the relevant qualifications and experience.
- iv. Contacts of three organizations that have recently contracted consultants to carry out similar tasks.
- v. Financial proposal with daily costs per activity.

### **8. Application Process**

Expression of Interest that clearly articulates the consultant(s) understanding of the terms of reference, methodology for executing the work, including key deliverables and tentative budget



should clearly indicate **“To Design and Layout of HENNET’s Study Report on (Either 78 paged report or the 52 paged document.)**

This should be submitted to [recruitment@hennet.or.ke](mailto:recruitment@hennet.or.ke), copying [programs@hennet.or.ke](mailto:programs@hennet.or.ke) on or before 1700 hours local time on **11<sup>th</sup> July 2025**