

**TERMS OF REFERENCE
PROTOTYPE MODELLING**

Organization	Adeso - African Development Solutions, www.adesoafrica.org
Project	DEPP - Disasters and Emergencies Preparedness Program
Position Type	Short-Term Consultancy
Study/Assessment Topic	Develop 14 Refined Models of the Existing Social Innovation Prototypes Under the Maarifa Kona Labs
Position Location	Nairobi with travel to Garissa and Marsabit
Duration	Fifteen (15) Days
Reporting To	Project Director – DEPP
Working With	The Innovations Lead
Starting Date	Immediately
Application Deadline	16 th January, 2019
Vacancy Contact	Please send applications to consultancy@adesoafrica.org – Adeso will only respond to short-listed applicants.

ORGANIZATIONAL BACKGROUND

Adeso is an expanding and vibrant African based international development and humanitarian organization. At Adeso, we work with African communities who are yet to realize their full potential; working inside these communities to create environments in which Africans can thrive. Our belief that economic, social and environmental security is the bedrock of a healthy community drives the nature and intent of our programming. We work to prevent and overcome situations that adversely affect community well-being by: reinvigorating the economy, developing skills for life and work, providing humanitarian aid, and influencing policy.

For the past 20 years we have strengthened rural livelihoods through environmental awareness, training, technology transfer and innovative humanitarian projects in pursuit of a peaceful, self-reliant, and greener future.

Adeso is an exciting and dynamic organization experiencing managed rapid growth. It offers sound employment conditions with opportunities for personal growth and development.

PROJECT SUMMARY

Adeso is leading in the implementation of Disasters and Emergencies Preparedness Program (DEPP) Innovation Lab is a 22 months’ project under the AIM (Adeso, iHub MasterCard) Consortium. The objective of this program is to increase preparedness and resilience of disaster-prone communities in Garissa and Marsabit counties of Kenya by drawing on their deep knowledge of pastoralist.

The Consortium has formed Maarifa Kona community innovations labs in Garissa and Marsabit where rural communities are participating to find ideas, prototype and scale innovations for commercialization. It is from this background that a number of community innovators are engaged with the labs to refine and prototype their ideas.

BACKGROUND FOR CONSULTANCY

Maarifa kona is an Innovation Lab that was created under the Adeso, iHub and MasterCard (AIM) consortium. It functions as a community ideas space in the rural counties of Marsabit and Garissa, Kenya in which the communities can explore and develop better innovative mechanisms to build resilience and preparedness in the face of drought.

We exist to:

- To support inventors to develop practical solutions and new ideas to prepare for and manage drought
- To create a new learning environment and accessible approach where people feel at ease sharing their experiences and testing their ideas.

Our focus areas include:

- Food security
- Water management
- Livestock protection
- Other interventions related to drought e.g. alternative livelihoods, early warning systems etc.

Adeso (lead agency in the AIM consortium) desires to utilize Prototype Modeling Services to refine existing social innovation prototypes for the upcoming National Demo Day, to be held on Thursday 24th January 2019, at iHub, Senteu Plaza, Kilimani.

SERVICES TO BE PERFORMED:

Each of these functions are to be performed with Adeso's prior approval:

- The main goal is to develop 11 refined models of the existing social innovation prototypes under the Maarifa kona Labs. The Labs and existing prototypes are based in Marsabit and Garissa.
- The MODELLER/MODELLING FIRM, will be expected to travel to the Labs and undertake consultations with respective innovators and lab team in order to provide sketches for approval, and later develop the refined models/prototypes.

CONSULTANCY PERIOD

Fifteen (15) days.

SPECIFIC DELIVERABLES

A. Consultations with Innovators, Innovation Managers and UX Designers

- Travel to the Marsabit and Garissa labs for one on one consultations with three focal points: Innovators, Innovation Managers and UX Designers. Travel and accommodation will be facilitated by Adeso. Food and beverage costs will however be borne by the MODELLER/MODELLING FIRM.
- Review existing prototypes/models at the labs
- Recommend additions/omissions to refine existing models/prototypes
- Develop refined sketches (14) from the consultations for final approval by the Innovations Lead in the Nairobi Coordination Office.

B. Development of refined models/prototypes

- From the approved sketches, produce 14 refined models/prototypes according to the following specifications: Size of prototype/model site: Largest, A1 and the smallest size, A3
 - Material: Forex board and/or Mounting Board
 - Dimensions: 3D physical models with labelling of structures
 - Additions: Miniature people, cars, vegetation and landscaping
 - Model Base: Framed wooden base

C. Work plan and deliverables

Travel to the labs (2 Locations)
Development and approval of sketches
Modelling
Delivery of models to iHub

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APPLICATION PROCESS

Adeso seeks to invite qualified consultants/firms who meet the following requirements to submit their detailed narrative and financial proposal on how to undertake the assignment.

1. Should be a firm / individual consultants with office/operational establishments within Kenya or able to access the area of assignment.
2. Technical proposal on how the assignment will be conducted including methodologies, data analyses and interpretation, reports and schedules.
3. Proven technical and field experience of Lead/proposed Consultant with a bachelor’s degree in Business Modelling/Management or in any related field.
4. Must have performed at least 3 similar consultancies in the last 5 years.
5. Proof of personnel or equipment and ability to mobilize them on short notice
6. Submit a detailed financial proposal including all professional fees, travel, accommodation & transport, reporting costs and subsistence costs. Please note all costs must be broken down into details (no lump sums, no contingencies etc.)

Consultants who do not meet the above requirement will not be evaluated further. You are therefore asked to submit your best proposal with relevant documents.

The consultant/firm will be responsible for their own security; insurance while in the field and Adeso will not be responsible for any injuries or damages incurred during the assignment. The costs submitted must be inclusive of all anticipated expenses.

EVALUATION CRITERIA:

- At least 3 past performed works similar to solicited work with proof of reference or completion letters/contract/ for each past work.
- Technical responsiveness of submitted proposal detailing understanding of related assignment.
- Overall responsiveness on TOR methodology and analysis
- Cost effectiveness/reasonableness & Budget
- Work plan.

APPLICATION PROCEDURE:

All applications and proposals should be sent to consultancy@adesoafrica.org by **16th January 2019** with “**Prototype Modelling Services**” on the subject line. The selection committee will review submitted proposal as they arrive. All applicants must meet the minimum requirements described above, and those unable to meet these requirements will not be considered.