



*Transforming Lives Through Agribusiness*

## REQUEST FOR EXPRESSION OF INTEREST

### CONSULTANT TO REVIEW PROCUREMENT & DISPOSAL MANUAL

- 1) The Assignment:  
Support Kilimo Trust to review and update the Procurement and Disposal Manual.
- 2) About Kilimo Trust:  
Kilimo Trust (KT) is an independent Regional Agricultural Development Organization - working on agriculture for development across the EAC Region. It is registered in the Republic of Uganda, and it implements projects across all EAC Partner States. The core business of KT is to support the transformation of food and nutrition security in the EAC Region away from high-risk subsistence farming into lower risk trade-based systems.
- 3) The Consultant will be expected to:  
Ensure the manual incorporates the following.
  - a) Integrate changes in KT policies and operational procedures including but not limited to, project teams, associates, consortium partners, matching grant partners, project implementation partnerships.
  - b) Align to new donor requirements i.e., USAID, EU, AGRA, and Governments.
  - c) Ensure compliance and up to date with Generally Accepted practices in the business, professional and legal environment.
  - d) Present the draft manual to KT Management and incorporate the suggested approved changes to the manual.
  - e) Submit the final edited version of the Procurement and Disposal Manual.
- 4) Time  
Time frame for the assignment is 15 days starting from 1<sup>st</sup> June 2023
- 5) Degree of Expertise and Qualifications of the Consultant:
  - a) Experience in formulation of Procurement policies for Organizations in the NGO Sector
  - b) Demonstrated understanding of the relevant laws that govern procurement in the East African Region.
  - c) Demonstrated understanding of the Donnor Procurement guidelines.
  - d) Excellent Presentation Skills.
  - e) Relevant professional qualification in Procurement.
- 6) Mode of Application.

All Interested Individuals must submit their Expression of Interest (EoI), Financial Proposal, two reference letters from their clients online via email to [recruitment@kilimotrust.org](mailto:recruitment@kilimotrust.org) by 26<sup>th</sup> May 2023 at 12:00p.m.

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