



ISIOLO COUNTY GOVERNMENT
P.O.BOX 36-30600
ISIOLO

**TERMS OF REFERENCE FOR THE PROVISION OF CONSULTANCY SERVICES FOR
DIGITAL MAPPING AND SURVEY OF GARBATULLA AND OLDONYIRO TOWNS**

PROCURING ENTITY
COUNTY GOVERNMENT OF ISIOLO
P.O BOX 36-30600,
ISIOLO-KENYA.

WEBSITE: [HTTPS://WWW.ISIOLO.GO.KE](https://www.isiolo.go.ke)

TABLE OF CONTENTS

1.0 INTRODUCTION.....3
2.0 PURPOSE AND SCOPE.....3
3.0 METHODOLOGY.....4
4.0 DELIVERABLES.....4
5.0 SKILLS AND EXPERIENCE.....5
6.0 CONFIDENTIALITY OF INFORMATION.....5
7.0 CONTRACTUAL PERIOD.....6
8.0 BID REQUIREMENTS.....6

1.0 Introduction

Digital mapping refers to the process of using satellite images to produce maps that give accurate representations of a particular area. These maps detail features like roads, public utilities, human settlements, property boundaries etc. A geodatabase is usually created in a digital mapping activity and is populated with both spatial and non-spatial data. Non Spatial data includes datasets that do not directly refer to the geographic location e.g. population of an area, name of plot owners, street names, length of a road etc.

Importance of digital mapping.

- Helps guide cadastral survey of an area eventually leading up to land registration (Titling).
- Very important in preparing the County Spatial plan as it identifies resources and other topographic features necessary for consideration in conducting planning.
- Provides a digital record and register of land ownership that is durable and convenient.
- Will boost land revenue collection due to increased registered plots

2.0 Purpose and Scope

The main objective of conducting digital mapping and planning in the aforementioned towns is to formalize ownership of the people on the ground and form basis of developing Development Plans in those areas. Formal registration of parcels (Plots) in these areas will considerably increase the revenue stream of the Lands department and act as basis for developing Development Plans. The following will be the specific objectives (for both localities):

- 1) To provide satellite (spatial) data referencing topographical features on the ground e.g. buildings, roads, parcels, rivers etc. This should be provided as datasets in a GIS setup.
- 2) To provide relevant social-economic data linked together with the spatial data (mentioned above) in a GIS system. For Example: owners name and Id for particular parcels, names of amenities e.g. Garbatulla market etc.
- 3) Conduct proper public participation to facilitate planning and setting aside of land for key infrastructure and amenities. Considerations should be made for missing or inadequate key amenities e.g. schools, social halls etc.
- 4) Aggregate all these data to inform and develop a Development Plan in these two areas.
- 5) The firm/bidder shall include a lump sum amount of Kshs. 300,000 to cater for supervision expenses for the County technical team.

3.0 Methodology

It should be recognized that the contracted firm should at least have within its ranks a licensed surveyor and a registered planner. The firm should preferably be selected based on the number and quality of previous similar projects done in other areas to fruition.

It is highly anticipated that the consultant will take up both quantitative and qualitative methods to achieve Digital Mapping and Planning. The contractor/agency will be appreciated for using Participatory Tools and Techniques for data collection, which may include but not limited to comprehensive public participation to inform the planning adequately, thorough ground trotting to validate the digitized GIS datasets etc.

As required by Law, adequate public participation should be conducted in guiding the planning aspect of the project and the resolutions reached by the various stakeholders be well documented. This shall offer support to approving the Development Plan Prepared.

Comprehensive desk review and analysis of all relevant data sources i.e. previous Development Plans of the towns (where applicable), documentation supporting allocation of plots to individuals or institutions especially from the now defunct County Council, Locational plans of the various NGOs that have Land interests there, topographical maps (where applicable) of the areas. This information should be included in the generated GIS Geodatabase.

Importantly, the contracted firm will have to fully engage the County Lands And Physical Planning Office who shall be of great use in sourcing for the relevant data and also in validating their work at each stage.

The identified firm will develop relevant data collection tools and identify the appropriate means for collecting the spatial and non-spatial data which will be discussed and agreed with the County Government and partners, prior to the data collection exercise.

4.0 Deliverables

Output 1: The firm/bidder will submit a comprehensive report in both electronic version and signed hard copy on how it plans to do the project effectively and efficiently to completion in the least time possible. The document should be very precise and address each specific objectives.

Output 2: A GIS database holding spatial (referencing topographical features) and non-spatial (key social data like owners names) datasets of the two towns

Output 3: A draft Development Plan of the Areas meeting standards set by National Ministry of Lands and Physical Planning.

Output 4: Hardcopy record of owners' names, phone numbers, Ids matching with the generated GIS datasets.

Output 5: The firm/bidder will deliver a high quality Power-Point presentation of the report before finalizing the assignment.

Output 6: Facilitate a stakeholder validation workshop to receive input and feedback from the County, partners and stakeholders. (Proper public participation is paramount especially in developing the Development Plan)

Output 7: Hardcopy plans and maps and in their digitized georeferenced formats used to conduct the project.

All written report will be:

- Produced in English language and using accessible and concise language.
- The report format and text shall be in A4 paper size and a legible Arial 12 font size.
- The report should not exceed more than 35 pages.
- At least one signed hard copy and one electronic copy by the agreed deadline.

5.0 Skills and Experience

This project shall be conducted by a firm who have the following qualifications:

- At least a licensed surveyor and a Registered Planner within its ranks
- Previous experience handling similar projects done to completion where applicable should be quoted. (This should give an added advantage to the bidder)
- Good understanding of Kenyan Constitution and devolution policies
- Conversant with application and use of GIS programs
- Proven experience of using participatory methods as the means of data collection and analysis.
- Fluency in spoken and written English and Swahili.
- Excellent analytical and report writing skills.

6.0 Confidentiality of information

All documents and data collected will be treated as confidential and used solely to conduct Digital Mapping and Planning in Garbatulla and Oldonyiro. They will only be made public by the County Government (at its discretion) once it's officially handed over by the contractor.

7.0 Contractual Period

The period of this work will be approximately 21 days.

8.0 Bid Requirements

The firm/bidder who meets the requirements of this assignment and are prequalified by the County Government of Isiolo will be invited to submit an Expression of Interest detailing the following:

- Proposed methodology including a detailed work plan.
- Updated curriculum vitae of the consultants and assistants that clearly spell out their qualifications and experience.
- Contacts of 3 professional organizations that have recently contracted the consultant to carry out similar study/research tasks.
- Financial proposal with daily costs per activity which shall be part of the expression of interest.