



THE NATIONAL TREASURY AND ECONOMIC PLANNING  
REQUEST FOR PROPOSALS (RFP)

PROVISION OF CONSULTANCY SERVICES FOR AN INDEPENDENT DIGITAL COMMUNICATION  
AGENCY TO SUPPORT COMMUNICATION OF PFM REFORMS AND NATIONAL TREASURY  
RFP NO. TNT/PFMRCU/RFP/001/2025 - 2026

1. The National Treasury through the Public Financial Management Reforms (PFMR) Secretariat has set aside funds in its budget towards the cost of the subject consultancy services.
2. The Procuring Entity now invites proposals to provide the following consulting services (here in after called "the services"): Consultancy Services for an independent digital communication agency to support communication of PFM reforms and national treasury training. More details on the Services are provided in Section 5 on Terms of Reference.
3. If a Consultant is a Joint Venture (JV), the full name of the JV shall be used and all members, starting with the name of the lead member. Where sub-consultants have been proposed, they shall be named. The maximum number of JV members shall be specified in the DS.
4. It is not permissible to transfer this RFP to any other firm.
5. The Consultant shall properly tape bind and chronologically serialize all pages of the Request for Proposal documents submitted.
6. A firm will be selected under Open Tendering and in a format as described in this RFP, in accordance with the Public Procurement and Asset Disposal Act 2015, a copy of which is found at the following website: [www.ppra.go.ke](http://www.ppra.go.ke), [www.treasury.go.ke](http://www.treasury.go.ke) and [www.pfmr.go.ke](http://www.pfmr.go.ke).
7. The contents of the RFP are as follows:
  - Section 1: Letter of Request for Proposals
  - Section 2: Instructions to Consultants and Data Sheet
  - Section 3: Technical Proposal Standard Forms
  - Section 4: Financial Proposal Standard Forms
  - Section 5: Terms of Reference
  - Section 6: Standard Forms of Contract ([Select: Time-Based or Lump-Sum])
8. Please inform us in writing at the address below or by E-mail; [pfmsecretariat@gmail.com](mailto:pfmsecretariat@gmail.com) or [pfmsecretariat@pfmr.go.ke](mailto:pfmsecretariat@pfmr.go.ke):
  - a) That you have received this Request for Proposals; and
  - b) Whether you intend to submit a proposal alone or intend to enhance your experience by requesting permission to associate with other firm(s) (if permissible under Section 2, Instructions to Consultants (ITC), Data Sheet 14.1.1).
9. Details on the proposal's submission date, time and address are provided in the ITC 17.7 and ITC 17.9 of the Data Sheet.

Yours sincerely,  
HEAD, SUPPLY CHAIN MANAGEMENT SERVICES  
FOR: PRINCIPAL SECRETARY/NATIONAL TREASURY