

TERMS OF REFERENCE (ToR)

Consultancy for the Development of API Integration Between the Kenya Investment Single Window (KISW) and the Business Registration Service (BRS) System

Procuring Entity: Kenya Investment Authority (KenInvest)

Implementing Partner: Business Registration Service (BRS)

Submission to: KJET PIU

1. Background and Context

The Government of Kenya, through the Kenya Investment Authority (KenInvest), is implementing the Kenya Investment Single Window (KISW) under the Kenya Jobs and Economic Transformation (KJET) Project financed by the World Bank. The KISW seeks to create a unified digital platform that facilitates investors' access to all government services required to start, register, and operationalize investment projects in Kenya.

KISW consolidates interactions between investors and multiple government agencies into a single online interface. This includes services such as:

- Business and company registration (BRS)
- Tax registration (KRA)
- Investment certificate issuance (KenInvest)
- Work permits and immigration services (DIF)
- Utility connections, environmental approvals, and others.

The Business Registration Service (BRS) plays a pivotal role in the investment lifecycle as the authority responsible for business incorporation, company registration, and maintenance of the national company registry. To enable full automation of the investment registration process, integration between the KISW and BRS system is required through a secure, standardized Application Programming Interface (API).

The Business Registration Service (BRS) currently operates a digital infrastructure supported by an external systems integrator responsible for core system components, including backend services, payment integration, and API management. Any integration with the BRS system will require close coordination with BRS and its existing technical service providers to ensure compatibility, security, and continuity of operations.

2. Rationale for the Assignment

Integration between KISW and BRS is a critical milestone in operationalizing Kenya's investor facilitation digital ecosystem. Through this API, investors using KISW will be able to:

- Conduct company name searches directly within KISW.
- Register new companies and obtain registration details.
- Retrieve company status, directors, and certificate metadata.
- Eliminate manual duplication and verification processes between the two agencies.

This integration allows KenInvest to validate investor identity and ownership through the official company registry, ensuring compliance with the Investment Promotion Act (2023) and related regulations.

3. Objective of the Consultancy

The objective of this consultancy is to

- Design and develop a secure, scalable API architecture linking KISW and BRS systems.
- Enable real-time data exchange for company/business registration information between BRS and KISW.
- Ensure compliance with national ICT security standards, data privacy laws, and interoperability frameworks.
- Test, deploy, and commission the interface, and provide change management and training to relevant staff.
- Document the solution, provide user manuals, support knowledge transfer, and ensure the sustainability of the integration

4. Scope of Work

The consultant will undertake the following tasks:

1. Requirements Analysis and System Review
 - Review the technical architecture of KISW and BRS.
 - Document required data elements, identifying data flows, dependencies, and security risks.
2. API Design and Specification
 - Define endpoints, data schemes, and authentication methods. error-handling, logging, monitoring, and maintenance model
 - Ensure compliance with GoK interoperability standards.
3. API Development and Configuration
 - Development of the API endpoints within the BRS environment compatible with KISW, including coding, unit testing, integration testing, performance testing, security testing, and user acceptance testing.
 - Implement secure communication (OAuth2.0, HTTPS/TLS).
4. Testing and Validation
 - Conduct comprehensive sandbox testing; perform performance validation and stress testing; execute security penetration testing; address bugs and optimize; document testing results.
5. Deployment and Commissioning
 - Deploy integrated system to production environment; support cut-over and initial operations; validate production deployment; obtain User Acceptance Sign-off; deliver deployment report.
6. Capacity Building and Knowledge Transfer
 - Conduct training sessions for KenInvest and BRS ICT teams; develop user and technical manuals; deliver training materials; ensure complete knowledge transfer to in-house teams.

7. Post-Implementation Support
 - o Provide three (3) months of technical support post-deployment; monitor system performance; debug issues; conduct monthly performance reviews; ensure stable operations.

8. Final Documentation and Handover
 - o Prepare a comprehensive Final Report with lessons learned and recommendations; hand over all source code, documentation, API specifications, and licensing rights; deliver a maintenance plan.

Important: the selected consultant will be required to work in coordination with BRS and any existing system providers supporting the BRS platform, ensuring that all developed solutions are fully compatible with the existing infrastructure and comply with BRS technical and operational requirements.

5. Expected Deliverables

Deliverable	Description
Inception Report	work plan, validation of requirements
API Design Specification Document	Technical architecture, endpoint definitions, , data schemas, security protocols
Prototype/Development build	Operational API with sandbox testing completed
Production Deployment and User Acceptance Sign-off	Interface operational in production with validation logs
Training materials and Staff Training Session Report	User and technical manuals; training completed
Post-Implementation Support Report	Monthly support reports covering 3 months post-deployment
Final Report and Handover Package	Complete documentation, source code, maintenance plan

6. Duration

The consultancy will be undertaken in **six (6) weeks**, with collaboration between KenInvest, BRS, and the KJET PIU teams.

7. Consultant Profile

The assignment will be carried out by a qualified firm or consortium with demonstrated experience in the design and implementation of secure API-based system integrations, preferably within government or large institutional environments.

The consultant should have proven expertise in:

- Integrating business registries, tax systems, or similar public sector databases
- Delivering interoperability across heterogeneous IT systems and multi-stakeholder environments
- Implementing secure authentication and data exchange mechanisms (e.g., OAuth2.0, API gateways)
- Working within regulated environments, including compliance with data protection and cybersecurity standards
- Collaborating effectively with third-party system providers and legacy system operators

Required Qualifications:

- Minimum bachelor's degree in computer science, Information Systems, ICT, or a related field; advanced degree preferred
- At least 8 years of relevant experience in enterprise-level API design and system integration
- Demonstrated experience in public sector interoperability projects, preferably in similar contexts
- Strong technical expertise in system architecture, data exchange, cybersecurity, and identity and access management
- Experience in training and knowledge transfer for government IT systems
- Familiarity with applicable ICT standards and data protection frameworks

Qualifications and Experience of Key Experts:

Key Expert	Minimum Qualification	Required Experience
Team Leader / Systems Architect	Masters in computer science, IT, or related field	Minimum 10 years' experience in systems integration and enterprise architecture; proven experience with BRS or similar government systems
Software Engineer / API Developer	Bachelors in computer science or related field	7+ years in API development (REST, SOAP, JSON, XML); expertise in secure data protocols
Database Specialist	Bachelors in IT/Computer Engineering or related field	5+ years in database administration and data migration
Cybersecurity Expert	Bachelors in computer security or equivalent	5+ years in system security, penetration testing, and encryption protocols

	certification (CISSP, CEH)	
Business Analyst	Degree in Business IT or related field	5+ years in system requirement analysis and process mapping

NB: Key Experts should provide daily rates and the anticipated number of working days.

8. Procurement Method and Selection Criteria

This consultancy will be procured through Quality and Consultants Qualification Selection (CQS) in accordance with applicable World Bank procurement regulations.

9. Conflict of Interest and Independence

A firm that has previously participated in the development of the Business Registration Service (BRS) system may be permitted to participate in this procurement, provided that any potential conflict of interest is fully disclosed and effectively mitigated to the satisfaction of the Client.

The Consultant shall:

- Declare any prior or ongoing involvement with the BRS system;
- Demonstrate that no unfair competitive advantage exists;
- Ensure functional separation between teams involved in BRS and this assignment;
- Not use confidential or proprietary information obtained through prior engagements to gain an advantage;

The Client shall ensure that all relevant technical information is made equally available to all bidders.

The Client reserves the right to disqualify any Consultant where a conflict of interest is determined to be unmanageable.

10. Institutional, implementation arrangements, coordination, and access

The selected consultant will be granted access to relevant BRS technical documentation and environments as required, subject to BRS approval.

- The entire works are supervised by Keninvest, BRS, and the KJET Project Management Unit (PIU) teams

- BRS shall provide technical access and environment for integration. BRS will facilitate coordination with its existing system providers to support the integration process.
- Bi-weekly progress reviews will be conducted jointly.

11. Payment Schedule

Payments will be made upon submission and approval of deliverables.

12. Milestone, Deliverable, Payment (%)

Milestone	Deliverables	Payment %
1. Mobilization & Inception	Inception report, workplan, stakeholder mapping, detailed methodology	10%
2. Requirements & System Design	Functional & technical requirements, API architecture, data mapping, security design	15%
3. API Development (Core Modules)	Developed APIs, documentation, initial integration environment	25%
4. Integration & Testing (SIT + UAT)	Successful system integration, test reports, bug resolution	20%
5. Deployment & Go-Live	Live API integration, deployment report, production environment validation	15%
6. Training, Documentation & Handover	User manuals, technical documentation, training sessions	5%
7. Post-Implementation Support	Warranty/support period (e.g., 1–3 months), issue resolution	10%

13. Intellectual Property & Confidentiality

All deliverables, including source code, API specifications, and documentation, shall be the property of Invest Kenya Authority and BRS, in line with applicable agreements.

14. Selection Method

The consultant will be selected in accordance with the **World Bank Procurement Regulations for IPF Borrowers (July 2016, revised September 2023)**. The method of selection will be Consultant Qualification Selection (CQS).