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RFP 006: Technical Assistance to RUWASA to prepare a Fecal Sludge Management (FSM) Strategy

Date of Issuance: May 16, 2024, 5:00 PM, (EAT)
Closing Date for Questions: May 23, 2024, 4:00PM, (EAT)
Closing Date for Submission of Proposal: June 6, 2024, 4:00PM (EAT)
Subject: Tetra Tech ARD **Request for Proposal No. 006** entitled "Technical Assistance to RUWASA to prepare a Fecal Sludge Management (FSM) Strategy "

Dear Sir/ Madam,

You are kindly invited to submit a technical and financial proposal relating to Tetra Tech ARD. **Request for Proposal No. 006.**

- Tetra Tech ARD intends to issue a **Firm Fixed Price subcontract** for this work
- Costs incurred by respondents for the preparation of a proposal and the negotiation of contract are not reimbursable.
- Tetra Tech ARD is not bound to accept any of the proposals submitted.
- Tetra Tech ARD reserves the right to accept an offerors proposal without further discussion.
- Tetra Tech ARD will only evaluate proposals from registered, qualified firms to execute and implement the work under this project.
- Offerors are required to obtain DBA Insurance prior to commencement of any services. See the Financial Proposal Section for more information.
- If awarded, the subcontractor must have, or be able to obtain a Unique Entity Identifier (UEI). See the Financial Proposal Section for more information.
- The Offers must be able to complete all the items stated in the Statement of Work in Attachment A.
- **Authorized USAID Geographic Code-** All goods and services offered under this solicitation or supplied under any resulting award must meet **USAID Geographic Code 935** in accordance with the United States Code of Federal Regulations (CFR), [22 CFR §228](#). Offerors may not offer or supply any commodities or services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, (North) Sudan, Syria.
- Offerors **MUST NOT** provide any goods and/or services that utilize telecommunications and video surveillance products from the following companies: Kaspersky Labs, Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company, or any subsidiary or affiliate thereof, in compliance with FAR 52.204-25.
- If applicable, FAR 52.223-99 (Ensuring Adequate COVID-19 Safety Protocols) will be incorporated into any award(s) issued under this solicitation



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Please note that in submitting a response to this RFP, the Offeror understands that USAID is not a party to this solicitation and the Offeror agrees that any protest hereunder must be presented – in writing with full explanation – to Tetra Tech ARD for consideration as USAID will not consider protests regarding procurements carried out by implementing partners. Tetra Tech ARD, at its sole discretion, will make a final decision on the protest for this procurement.

Questions:

All questions and inquiries related to this request must be submitted prior to the Closing Date for questions shown above for this RFP. All “Offerors” must submit their questions to Tetra Tech ARD via the below email address: ARD.procurement.TZMUM@tetratech.com

The subject line should have: **“Questions for RFP No. 006”**

In compliance with standard procedure, all inquiries and comments will be shared with the rest of the Offerors along with Tetra Tech ARD’s response. Questions received after the closing date for questions may not be answered.

Proposal Submittal requirements:

- Proposals shall be submitted e-mail to ARD.procurement.TZMUM@tetratech.com.
- The Subject line of the email should read: **“Proposal for RFP No. 006”**.
- Proposals received after the exact time specified for receipts of offer shall be considered late and will be considered only at the discretion of Tetra Tech ARD.

Respondents shall receive an email acknowledging that their Proposal has been received upon its submission.

Proposal Instructions and Required Format

It is requested that Offerors organize their Technical and Financial Proposals as noted below. This request is made to facilitate Tetra Tech ARD’s review of the submitted material thus enabling a rapid decision and contracting process.

The Offeror shall submit its best price offer/proposal to complete the Statement of Work (SOW) in Attachment A and shall contain the following information detailed in Sections 1 thru 4 below:

Proposal Cover Letter:

The proposal cover letter should be signed by an authorized representative.

Technical Proposal:

The technical proposal must be written in English. There should be a maximum of 10 type-written pages, excluding Attachments/supporting documents, with no more than 3 pages covering A. Firm Information and B. Corporate Capabilities and Past Performance. (Desired Format - Type: Times New Roman, Font Size 11, Margins: 1” all around).

The technical proposal shall address the subjects outlined below:



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A. Firm Information

- Provide the name, address and copy of your firm's business registration.
- Provide the primary contact information for this project.
- If you intend to subcontract any portion of the requested work to other firms or institutions, provide the above information for each partner and the percentage of the work that they will be performing.
- Please describe your firm's management structure, list all owners.

B. Corporate Capabilities and Past Performance

- i. Summary of Corporate Capabilities.
- ii. Summary of relevant past experience your firm has had in performing work similar to that described in Attachment A. Statement of Work.
- iii. Performance references for similar projects.

For each project, please include the name of the client and his or her contact information (current and most recent information required, within the last three years). It is Tetra Tech ARD's intention to contact some of these clients for testimonials regarding your firm's performance in these areas:

- The quality of the work performed by the Offeror,
- The timeliness of the effort performed by the Offeror, and
- Whether the Client would use Offeror's services should they have similar needs in the future?

C. Technical Approach

- i. Please submit a detailed technical write-up of the proposed implementation strategy and management for this specific project detailed in Attachment A.
- ii. Include a proposed timeline of activities, in the form of excel timeline, Gantt chart or similar
- iii. Identify the Key Personnel that would be working on this project assuming an award. Please include a brief statement about their capabilities and experience. CVs should be provided.

Financial Proposal

The Offeror's proposed Financial proposal must represent its best price offer in response to the solicitation, and shall contain the following:

A. Budget. Offerors must use budget template in Attachment B.

B. Budget narrative. A detailed narrative describing the basis on which the costs were derived should be provided to allow a complete analysis of the Offeror's cost/price.

DBA Insurance: Please note, in accordance with USAID regulations, Offerors should budget for worker's compensation insurance with USAID's approved DBA insurance provider – Starr Indemnity & Liability Insurance. Details and pricing for DBA insurance can be found here: [Defense Base Act \(starr.com\)](http://starr.com). Offerors are requested to please include in the budget a line under ODCs for DBA insurance for budgeted staff (long and short term), and may include the costs of the wire transfer payment. As a reminder, DBA insurance is only applied as a percentage of an individual's actual base salary, not as a percentage of the fully burdened fixed daily rate.

Additionally, please note that the selected Offeror will need to ensure that a DBA insurance policy is obtained from Starr Indemnity & Liability Insurance. The first



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deliverable of any awarded subcontract will be submission of documentation verifying that DBA insurance is in place.

Taxes and VAT: In accordance with the agreement under which this solicitation is financed, Tetra Tech ARD will be reimbursed by the Cooperating Country government for taxes imposed on suppliers and subcontractors. Therefore, offerors must include taxes, VAT, charges, tariffs, duties and levies in accordance with the laws of the Cooperating Country. If selected for award, the selected supplier will cooperate in providing Tetra Tech ARD with the documentation necessary to obtain tax reimbursement. The tax amount should be detailed or please include a note if the price is inclusive or not of tax.

Required Certifications

Offeror shall submit the required signed certifications as indicated in Attachment D.

List of RFP Attachments:

- Attachment A: Statement of Work
- Attachment B: Budget Template
- Attachment C: Proposal Evaluation Criteria
- Attachment D: Required Certifications



Attachment (A)

Statement of Work

Project Name:	MAJI NA USAFI WA MAZINGIRA (MUM) ACTIVITY
Task Order No.:	GS00Q14OADU138/72062121N00001
SOW Title:	Technical Assistance to RUWASA to prepare a Fecal Sludge Management (FSM) Strategy

1.0 Background

The Tanzania Maji na Usafi wa Mazingira (MUM) Activity is a five-year (August 2021 – August 2026) activity funded by the United States Agency for International Development (USAID) Mission to Tanzania. The activity is implemented by Tetra Tech ARD (the prime contractor) in partnership with FSG, WISE Futures, and IRIS Group.

The purpose of the MUM activity is to expand and sustain the provision and governance of WASH services. Specifically, MUM will work directly with national, regional, and district stakeholders to improve Tanzanian systems for planning, financing, and implementing actions to expand access to WASH and WRM services, using four complementary implementation strategies, namely: Building ownership through continuous stakeholder engagement, strengthening organizational systems and services, applying market-based principles, and learning by doing in 10 districts, which are: Kilosa and Kilombero districts in Morogoro region; Mufindi, Iringa and Kilolo districts in Iringa region; Makete and Ludewa districts in Njombe region; and Nkasi, Kalambo and Sumbawanga districts in Rukwa region. More specifically, the Activity works to complete the following Sub-Objectives (SOs).

- **Sub-Objective 1 (SO1):** Increase access to sustainable water services managed by the Rural Water Supply and Sanitation Agency (RUWASA) and water supply and sanitation authorities (WSSAs)
- **Sub-Objective 2:** Increase access to finance for water, sanitation, and hygiene.
- **Sub-Objective 3:** Strengthen the market for sanitation and hygiene products and Services.
- **Sub-Objective 4:** Strengthen basin water boards and water user associations to enhance stewardship of water resources and
- **Crosscutting** - Advance gender equality and engage youth and women in the governance and management of multiple-use water resources and services.

Previously, USAID/WARIDI supported districts of Kilombero and Kilosa in the Morogoro Region and Mufindi, Kilolo, and Iringa in the Iringa Region. In these regions, MUM works with RUWASA, Local Government Authorities (in the respective districts), Community-Based Water Supply organizations (CBWSOs), and the private sector to maintain and advance progress towards water supply services, access to primary sanitation status, and ODF status of communities achieved because of previous USAID interventions.



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In the five new districts of Sumbawanga, Kalambo, and Nkasi in the Rukwa Region and Ludewa and Makete in the Njombe Region, MUM works to implement targeted activities where there is a greater need for water infrastructure investments. In these districts, MUM aims to ensure a 25% increase of people using improved sanitation.

MUM is looking for a subcontractor to assist RUWASA to develop a Fecal Sludge Management (FSM) Strategy and facilitate its approval by the RUWASA board. The FSM strategy will include an implementation plan and a monitoring & evaluation framework, which is key to guide RUWASA to scale up and monitor progress on the FSM interventions nationally in rural areas, hence over long-term contributing towards increasing access to safely managed sanitation services in rural areas. (Note: The GoT aims to achieve 57 % of population with safely managed sanitation services by 2030).

Further, in addition to mobilizing additional financial resources to the sector, the FSM strategy will include an implementation plan and a monitoring & evaluation framework, which is key to guide RUWASA to scale up and monitor progress on the FSM interventions nationally in rural areas, hence over long-term contributing towards increasing access to safely managed sanitation services in rural areas. (Note: The GoT aims to achieve 57 % of population with safely managed sanitation services by 2030).

2.0 Objective/Purpose of the SOW

The subcontractor will provide technical assistance to RUWASA to develop an FSM strategy and facilitate its approval by the RUWASA board.

3.0 Scope of Work/Activities/Tasks

TASK I - Inception Report

The Subcontractor will consult with RUWASA (at all levels including HQ, Regional and District Managers); key stakeholders/institutions such as the President's Office – Regional Administration and Local Government (PO-RALG), Ministry of Water (MoW), Ministry of Health (MoH), Ministry of Education, Science and Technology (MoEST), Local Government Authorities (LGAs), Regional Secretariat (RS), Basin Water Boards (BWBs), National Environment Management Council (NEMC), Vice President Office (VPO), Occupational Safety and Health Authority (OSHA), Tanzania Bureau of Standards (TBS), Water Supply and Sanitation Authorities (WSSAs), Community Based Water Supply Organizations (CBWSOs), National Water Fund (NWF) and Energy and Water Utilities Regulatory Authority (EWURA), and Development Partners to produce an inception report outlining key findings, the detailed methodology and work plan for undertaking the assessment.

In conducting this task, the sub-contractor will:

- a) Conduct bilateral meetings with MUM (implementer), USAID (funder), Rural Water Supply and Sanitation Agency (RUWASA), Ministry of Water (MoW), Development Partners and other key stakeholders as needed to understand their expectations in the development of RUWASA FSM strategy.
- b) Conduct the literature review to understand the role and responsibilities of key institutions and stakeholders in the sanitation service chain; clarify the roles and responsibilities of RUWASA and CBWSOs in the sanitation service chain in line with the mandates stipulated in the water supply



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and sanitation Act No.5 of 2019; identify and recommend policy, legal and institutional challenges/issues that limit effective sanitation services delivery in rural settings.

- c) Prepare and present an inception report to MUM, Rural Water and Sanitation Agency (RUWASA), the Ministry of Water (MoW) and Development Partners detailing the findings of literature review (b) proposed methodology, approach, outline of the FSM strategy, actions, process, and timeline that the firm will take to develop an FSM Strategy.

TASK 2 - Conduct Situation Analysis

After approval of the inception report, the subcontractor will assess the current FSM practices: The subcontractor will evaluate the existing FSM practices in rural areas, including the construction and management of containment facilities, collection, transportation, treatment, and disposal/reuse methods. This assessment will identify the strengths and weaknesses of the current practices in different areas, including policy, legislation, regulation & enforcement, institutional arrangements/mandates, planning, financing, capacities, technologies, promotion, and user engagements, and provide a baseline for improvement.

When undertaking the situation analysis, the subcontractor must consult stakeholders who are actively engaged in FSM interventions including but not limited to the government ministries responsible for sanitation/FSM (e.g., PO-RALG, MoW, MoH, VPO-Environment, etc.) and government agencies (e.g., EWURA, LGAs, NEMC, BWBs, WSSAs, etc.) to document lessons and experience from various interventions (both past and ongoing interventions) on sanitation service chain (containment facilities, collection, transportation, treatment, and disposal/reuse methods).

Task 3 –Review of existing studies, data, and surveys

The subcontractor will review existing studies and surveys such as DHS2022 datasets and those carried out by MUM and other stakeholders to understand the current sanitation practices at the household level and institutions, including Schools and Health Care Facilities (HCFs) in all settings falling under the jurisdiction of RUWASA including minor towns/rural growth centers, that is, information relating to emptying practices, frequency of pit emptying, type of sanitation facilities and payment for services. The subcontractor will use the information and data collected from the sample survey to estimate demand and propose business models required to manage fecal sludge (e.g., the number and distribution of septic tanks and total sludge volume produced, etc.).

Task 4 – Assessment of FSM technologies

The subcontractor will explore and evaluate existing FSM technologies and sanitation service delivery available in the country to establish their suitability under the jurisdiction of RUWASA. This includes technologies and services for safe management of fecal waste across the sanitation service chain (containment, collection, transportation, treatment, and disposal). The objective is to establish criteria that must be considered while designing technologies that are appropriate, cost-effective, and sustainable in different settings including minor towns /rural growth centers and different kinds of rural villages (e.g. sparse rural settlements, remote rural settlements in challenging geographies etc.). These criteria include but are not limited to availability of water and land, geographical conditions, population density, to mention just a few. It is important to ensure that any technologies proposed will adhere to local effluent/disposal standards to ensure that fecal waste is being safely managed. Technologies/services that could viably be utilized in the rural sector in Tanzania (but that may not currently be being used in the country) should also be considered (e.g. condominium sewers, biogas digesters, container-based sanitation, UASBs etc.).



It is also important for the consultant to consider the resilience of proposed technologies/services to potential climate risks (e.g. droughts and floods), which are likely to become more frequent in certain parts of the country.

Task 5- Prepare FSM Strategy

Based on the findings of Tasks 1 through 4, the subcontractor will develop a comprehensive FSM strategy. This strategy will outline the overall approach and objectives for FSM in rural areas, including the recommended technologies, infrastructure requirements, institutional arrangements, and financial mechanisms. It is important for the consultant to consider mechanisms that may not traditionally have been used in Tanzania but could potentially be leveraged (e.g. climate financing, private sector financing). It will also include an FSM strategy implementation plan and a monitoring & evaluation framework to help RUWASA monitor progress in implementation of the strategy.

The approach will also identify two regions where RUWASA is advised to conduct feasibility studies and establish FSM-safe disposal and treatment facilities. The subcontractor is tasked with presenting the outcomes of the FSM strategy at a national sanitation workshop organized by RUWASA. During this workshop, feedback from stakeholders will be gathered to refine the strategy further before finalizing the document for submission to the RUWASA board for approval. The final document will display both USAID and RUWASA logos in a joint branding effort, with the USAID logo positioned in the top left and the RUWASA logo in the top right, ensuring both are equally prominent to avoid overshadowing the USAID logo. The document's format for board submission will be determined in consultation with RUWASA as the consultancy progresses.

5.0 Deliverables and Due Dates

There three deliverables to this assignment as presented in the table below:

TASK	Key Deliverables	Deliverable Due Date
Task 1: Inception report	<p>Deliverable 1 – Inception Report</p> <p>Required to be submitted in an electronic Word format and in English. It should comprehensively present the findings, the methodology in detail, and the work plan for carrying out the assessment. Additionally, the document must feature co-branding, with the USAID vertical logo placed on the top left and the RUWASA logo on the top right. It is important to ensure that both logos are equally prominent to prevent the USAID logo from being overshadowed.</p>	One month after contract signing.



TASK	Key Deliverables	Deliverable Due Date
TASK 2-Conduct Situation Analysis	<p>Deliverable 2- Presentation of Situation Analysis Report to FSM Strategy Task Force.</p> <p>The presentation should be in PowerPoints (English Language). The cover slide must be co-branded with the USAID logo positioned on the top left and the RUWASA logo on the top right, set against a photographic background. Position the title of the presentation at the center of the cover slide.</p>	Within 2 months after contract signing.
TASK 3- Demand Assessment	<p>Deliverable 3- Presentation of Demand Assessment Report to FSM Strategy Task Force.</p> <p>The presentation extracted from the report should be in PowerPoints (English Language)</p>	Within 3 months after contract signing.
TASK 4- Assessment of FSM technologies	<p>Deliverable 4- Presentation of FSM technologies Report to FSM Strategy Task Force.</p> <p>The presentation extracted from the report should be in PowerPoints (English Language) the power point slide must be be co-branded with the USAID logo positioned on the top left and the RUWASA logo on the top right, set against a photographic background. Position the title of the presentation at the center of the first cover slide.</p>	Within 4 months after contract signing.
TASK 5- Prepare FSM Strategy	<p>Deliverable 5a- Presentation of the draft FSM Strategy Report to the stakeholders in the national sanitation workshop (to be convened by RUWASA).</p> <p>The presentation extracted from the draft report should be in PowerPoints (English</p>	Within 5 months after contract signing.



TASK	Key Deliverables	Deliverable Due Date
	Language) The presentation should be in PowerPoints (English Language). The cover slide must be co-branded with the USAID logo positioned on the top left and the RUWASA logo on the top right, set against a photographic background. Position the title of the presentation at the centre of the cover slide	
	Deliverable 5b- Final FSM strategy document ¹ . The final report must be in word electronic format (English language). The document must feature co-branding, with the USAID vertical logo placed on the top left and the RUWASA logo on the top right. It is important to ensure that both logos are equally prominent to prevent the USAID logo from being overshadowed.	Within 6 months after contract signing.
	Deliverable 5c- Submission of letter of acceptance by RUWASA or board meeting minutes to MUM.	Within 6 months after contract signing.

6.0 Schedule

The assignment will be for a duration of 6 months starting from June 2024.

¹ A strategy for managing fecal sludge from households and institutions, including Schools and Health Care Facilities (HCFs) in Tanzania, including arrangements for the safe emptying, transport, treatment, and disposal/re-use of feces from those institutions. The strategy will cover emptying, treatment and transport infrastructure and equipment provision, required technical capacity and training, operation and maintenance arrangements, institutional arrangements, environmental and social considerations, and financing of designed services.

Annex I: Governance Arrangement

The nature of the assignment requires involvement of various stakeholders. Figure I below illustrates the governance arrangement of FSM Strategy Preparation.

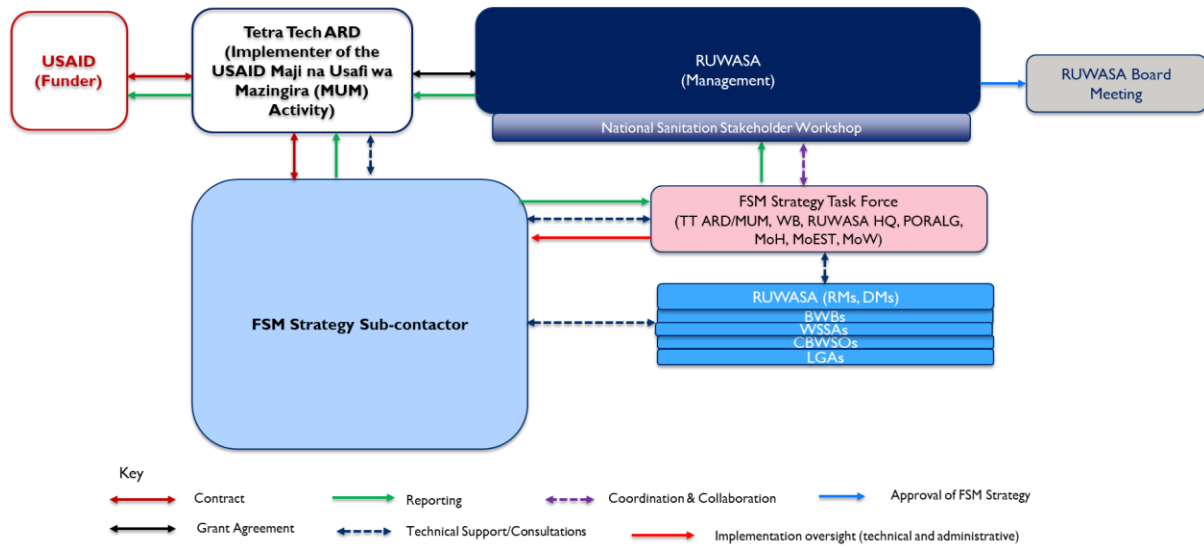


Figure I : Governance of the FSM Strategy Preparation

Roles and responsibilities of key stakeholders are summarized in the in the table below :

Stakeholder	Role
USAID	<p>Funder of the USAID Maji na Usafi wa Mazingira Activity</p> <ul style="list-style-type: none"> Funding and oversight of /the USAID Maji na Usafi wa Mazingira Activity .
Tetra Tech ARD	<p>Implementer of the MUM Activity:</p> <ul style="list-style-type: none"> Sign a grant agreement with RUWASA on FSM strategy preparation. Procure and manage this subcontract to deliver as per the SoW. Participate as a member of the FSM Strategy Task Force.
RUWASA	<ul style="list-style-type: none"> Sign the grant agreement with Tetra Tech ARD (implementer of the USAID Maji na Usafi wa Mazingira Activity) Facilitate the subcontractor with data, information, and coordination with the Stakeholders needed to deliver as per the SoW. Lead the FSM Strategy Task Force
FSM Strategy Subcontractor	<ul style="list-style-type: none"> Deliver the tasks outlined in the SoW. Prepare and present the SoW deliverables to the FSM Strategy Task Force. Submit the SoW deliverables to RUWASA and Tetra Tech ARD (implementer of the USAID funded Maji na Usafi wa Mazingira Activity).
Implementing Agencies (RUWASA (RMs, DMs), BWBs, WSSAs, CBWSOs, LGAs)	<ul style="list-style-type: none"> Provide data, information and logistical support needed to deliver as per the SoW.
<p>FSM Strategy Task Force</p> <p><i>*The task force is comprised of 10 members from Tetra Tech ARD/MUM (2), WB (2), RUWASA (2), MoW (1), PORALG (1), MoH (1) and MoEST(1). The FSM strategy subcontractor will participate in the task force meetings as invited to present progress and provide expert advice as needed. Tetra Tech ARD (represented by DCOP-T and SO2 TL will function as secretariat and ensue the Task Force meets at least quarterly. RUWASA will chair the task force.</i></p>	<ul style="list-style-type: none"> Review and provide comments on deliverables submitted by the FSM Strategy Subcontractor Technical oversight to the FSM Strategy Subcontractor

Annex 2: The Role of RUWASA in Fecal Sludge Management

In 2019, the Government of Tanzania through the Water Supply and Sanitation Act No.5 of 2019, among other things, established the Rural Water Supply and Sanitation Agency (RUWASA) to take over the mandates of provision of Sustainable water Supply and Sanitation services to rural communities. Specifically, RUWASA's role is for development, supervision and ensuring sustainability of rural water supply and sanitation schemes. The responsibilities of the Agency include the following:

- 1) *planning, designing, constructing, supervising, monitoring and evaluating* water supply and sanitation projects in the rural areas.
- 2) facilitating establishment of a *mechanism* to support *management, operation and maintenance* of rural water supply and sanitation schemes to promote sustainability.
- 3) facilitating *private sector participation* in the provision of water and sanitation services and hygiene promotion in rural areas.
- 4) collaborating with *Basin Water Boards* and other stakeholders in protection and *conservation* of water sources.
- 5) building capacity of private and public sector for provision of rural water and sanitation services.
- 6) facilitating and supporting *resource mobilization* and enabling effective *management and control* of the *financial resources allocated* for implementation of rural water supply projects; and
- 7) advising the Government on *policy matters* related to rural water supply and sanitation services provision.

To ensure effective implementation of its mandate, RUWASA has developed the Medium-Term Strategic Plan (MTSP) for 2020/2021 to 2024/25. The MTSP has nine (9) Strategic Objectives which are.

- 1: Institutionalization and operationalization of RUWASA Achieved;
- 2: Water Supply Service in Rural Community Improved;
- 3: Sanitation in Rural Community Improved;
- 4: Human Resource Performance Improved;
- 5: Financial Capacity and Management Improved;
- 6: Management Support Systems Improved;
- 7: Corporate Image and branding Improved;
- 8: HIV and AIDS New Infections Reduced and Supportive Services Improved; and
- 9: Implementation of the National Anti-Corruption Strategy Enhanced.

Under SO3: *Sanitation in Rural Community Improved*, RUWASA has put in place specific strategies and targets to improving access to sanitation as stipulated in the Table I.

Table 1: RUWASA strategies and targets for improved access to sanitation in rural areas

S/No	Strategies	Targets	Performance Indicators
1.	Increase investment in sanitation in rural communities	30% households with improved on-site sanitation facility	Percentage of households with improved on-site sanitation facilities
		130 treatments/disposal on-site sanitation facilities constructed in districts	Number of new wastewater disposal/treatment facilities constructed
2.	Improve awareness of sanitation in rural communities	25%of health centres and schools reached with awareness program on sanitation issues conducted	Percentage Schools and health centres with WASH facilities
3.	Strengthen technical backstopping	260 local funds trained on the construction of on-site facilities	trained local funds
4.	Promote and regulate private sector participation in sanitation services	25 private sectors stakeholders participated in sanitation	Number of private sector stakeholders
5.	Improve collaboration with MoEST and MoH in sanitation activities	Effective collaboration with MoEST and MoH in sanitation activities attained	Number of strategic interventions jointly executed



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The strategies and targets indicated under Table 1 above show that RUWASA now has the responsibility to carry out adequate logistics and plans to manage fecal sludge management (FSM), that is safe collection, transportation, treatment, and disposal/reuse of fecal sludge from non-sewered sanitation systems. Nonetheless, there is a wider acknowledgement within RUWASA and key stakeholders that, despite having the responsibility to deal with FSM issues, there has been inadequate implementation of FSM interventions by RUWASA. For example, the evaluation of the implementation of the Water Sector Development Program Phase 2 (WSDP II) shows that, the water sector appears to prioritize water service delivery with less priority on sanitation services delivery, particularly in rural areas.

A review of documents and discussion with RUWASA and key informants in the water sector at large, highlights the following impediments behind less prioritization of sanitation and hygiene.

- Lack of common understanding within the water sector on the role of RUWASA in the sanitation service chain in relations to other stakeholders/institutions such as the President's Office – Regional Administration and Local Government (PO-RALG), Ministry of Health (MoH), Local Government Authorities (LGAs), Regional Secretariat (RS), Basin Water Boards (BWBs), National Environment Management Council (NEMC), Vice President Office (VPO), Occupational Safety and Health Authority (OSHA), Tanzania Bureau of Standards (TBS), Water Supply and Sanitation Authorities (WSSAs), Community-Based Water Supply Organizations (CBWSOs), Energy and Water Utilities Regulatory Authority (EWURA), etc.
- Lack of adequate resources (funding and human resources) allocated to sanitation and hygiene services within RUWASA.
- Lack of coherent strategy on how RUWASA in collaboration with other stakeholders (LGAs, private sector, etc.,) intend to improve sanitation services delivery, particularly in minor towns /rural growth centers and majority of rural villages that are under the legal mandates of CBWSOs.



Attachment (B)

Budget
Include as an Excel Spreadsheet

BUDGET				
DIRECT LABOR				
Position	Name	Rate	Days (Basis)	Total
				-
				-
				-
				-
				-
Total Direct Labor				-
TRAVEL, TRANSPORTATION and PER DIEM				
Description	Rate	Units (Basis)	Total	
				-
				-
				-
				-
				-
Total Travel, Transportation & Per Diem				-
OTHER DIRECT COSTS				
Description	Rate	Units (Basis)	Total	
				-
DBA Insurance			.75% of actual salaries (exclusive of fringe benefits) Offerors may include cost of wire for DBA insurance payment	-
				-
				-
Total Other Direct Costs				-
Fee				
				-
Total Fee				-
TOTAL COSTS				\$ -



Attachment (C)

Proposal Evaluation Criteria

Note- The below Evaluation Criteria for all sections are illustrative and should be to aligned to the requirements of the final RFP. Part C should align to the requirements of the SOW.

Offeror's response to RFP requirements will be scored based on the below criteria:

Technical Proposal Evaluation Criteria:	Maximum Points
Part A - Firm Information (Maximum 5 Points)	
a. Did the offer provide all of the requested information?	5
Part B - Corporate Capabilities and Past Performance (Maximum 15 Points)	
a. Relevant Corporate Capabilities	5
b. Does the Offeror have quality and relevant past experience performing this type of work? Offeror must have minimum of 5- years of relevant work experience with a proven track-record in preparation of sanitation strategies and/or other related activities in Tanzania such as WASH master planning exercises, City Wide Inclusive Sanitation (CWIS) planning processes, planning and design of Fecal Sludge Treatment Facilities etc.	10
Part C - Technical Approach (Maximum 50 Points)	
a. Reasonableness of Offeror's approach to complete Task 1 & 2: Inception report and conduct Situation Analysis.	8
b. Reasonableness of Offeror's approach to complete Task 3: Review of existing studies, data, and surveys.	8
c. Reasonableness of Offeror's approach to complete Task 4: Assessment of FSM technologies.	8
d. Reasonableness of Offerors approach to complete Task 5: Prepare FSM Strategy.	8
e. Feasibility of Offeror's proposed implementation timeline.	8
f. Are the skills and experience of the proposed Key Personnel in alignment with attachment E	10
Technical Proposal Evaluation Scoring - Possible Total Score 70	70
Financial Proposal Evaluation Criteria:	Maximum Points
Cost Effectiveness (Maximum 30 points)	
a. Comparison with Internal Cost Estimate:	7
b. Comparison to other bidders' proposals (lowest price ranked maximum points, and then derated on a percentage basis downward)	15
c. Cost realism: feasibility, reasonableness, completeness and allocability?	8
Financial Proposal Evaluation Scoring - Possible Total Score 30	30
Possible Total Score - 100	100



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Attachment (D)

Certifications

1. CERTIFICATION REGARDING RESPONSIBILITY MATTERS.

FAR Reference 52.209-5.

As prescribed in 9.104-7(a), insert the following provision:

Certification Regarding Responsibility Matters (AUG 2020)

- (a) (1) The Offeror certifies, to the best of its knowledge and belief, that –
- (i) The Offeror and/or any of its Principals –
 - (A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;
 - (B) Have not within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and
 - (C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.
 - (D) Have not within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.
- (1) Federal taxes are considered delinquent if both of the following criteria apply:
- (i) *The tax liability is finally determined.* The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.
 - (ii) *The taxpayer is delinquent in making payment.* A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(2) *Examples.*



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- (i) The taxpayer has received a statutory notice of deficiency, under I.R.C. § 6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.
 - (ii) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. § 6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.
 - (iii) The taxpayer has entered into an installment agreement pursuant to I.R.C. § 6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.
 - (iv) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. 362 (the Bankruptcy Code).
- (ii) The Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.
- (2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

- (b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Contractor learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with determination of the Offeror's: responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Contractor non responsible.



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- (d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

2. KEY INDIVIDUAL CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

22 CFR Part 140, Prohibition on Assistance to Drug Traffickers.

Note: This certification shall be filled by any key person proposed in the project.

I hereby certify that within the last ten years:

- 1. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.
- 2. I am not and have not been an illicit trafficker in any such drug or controlled substance.
- 3. I am not and have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.

NOTICE:

- 1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain key individuals of organizations must sign this Certification.
- 2. If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.
- 3. A false certification from a key person involved in the project, shall result in the termination of his/her contract with the operator.

3. CERTIFICATION REGARDING TERRORIST FINANCING

Implementation of Executive Order 13224

Certification Regarding Terrorist Financing, Implementing Executive Order 13224



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- (a) The Recipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph (c).
- (b) The following steps may enable the Recipient to comply with its obligations under paragraph (a)
 - (1) Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website: <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.
 - (2) Before providing any material support or resources to an individual or entity, the Recipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee") [individuals and entities linked to the Taliban, Usama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Recipient should refer to the consolidated list available online at the Committee's website: <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.
 - (3) Before providing any material support or resources to an individual or entity, the Recipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.
 - (4) The Recipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.
- (c) For purposes of this Certification-
 - (1) "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials."
 - (2) "Terrorist act" means-
 - (i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: <http://untreaty.un.org/English/Terrorism.asp>); or
 - (ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or



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- (iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.
- (3) "Entity" means a partnership, association, corporation, or other organization, group or subgroup.
- (4) References in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.
- (5) The Recipient's obligations under paragraph (a) are not applicable to the procurement of goods and/or services by the Recipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Recipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

This certification is an express term and condition of the agreement and any violation of it shall be grounds for unilateral termination of the agreement by USAID prior to the end of its term."

4. ANTI-KICKBACK PROCEDURES

FAR Reference 52.203-7. As prescribed in 3.502-3, insert the following clause:

Anti-Kickback Procedures (JUN 2020)

(a) Definitions.

"Kickback," as used in this clause, means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to any prime Contractor, prime Contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract, or in connection with a subcontract relating to a prime contract.

"Person," as used in this clause, means a corporation, partnership, business association of any kind, trust, joint-stock company, or individual.

"Prime contract," as used in this clause, means a contract or contractual action entered into by the United States for the purpose of obtaining supplies, materials, equipment, or services of any kind.

"Prime Contractor" as used in this clause, means a person who has entered into a prime contract with the United States.



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"Prime Contractor employee," as used in this clause, means any officer, partner, employee, or agent of a prime Contractor.

"Subcontract," as used in this clause, means a contract or contractual action entered into by a prime Contractor or subcontractor for the purpose of obtaining supplies, materials, equipment, or services of any kind under a prime contract.

"Subcontractor," as used in this clause,

- (1) means any person, other than the prime Contractor, who offers to furnish or furnishes any supplies, materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract, and
- (2) includes any person who offers to furnish or furnishes general supplies to the prime Contractor or a higher tier subcontractor.

"Subcontractor employee," as used in this clause, means any officer, partner, employee, or agent of a subcontractor.

(b) The Anti-Kickback Act of 1986 (41 U.S.C.51-58) (the Act), prohibits any person from-

- (1) Providing or attempting to provide or offering to provide any kickback;
- (2) Soliciting, accepting, or attempting to accept any kickback; or
- (3) Including, directly or indirectly, the amount of any kickback in the contract price charged by a prime Contractor to the United States or in the contract price charged by a subcontractor to a prime Contractor or higher tier subcontractor.

(c)

- (1) The Contractor shall have in place and follow reasonable procedures designed to prevent and detect possible violations described in paragraph (b) of this clause in its own operations and direct business relationships.
- (2) When the Contractor has reasonable grounds to believe that a violation described in paragraph (b) of this clause may have occurred, the Contractor shall promptly report in writing the possible violation. Such reports shall be made to the inspector general of the contracting agency, the head of the contracting agency if the agency does not have an inspector general, or the Department of Justice.
- (3) The Contractor shall cooperate fully with any Federal agency investigating a possible violation described in paragraph (b) of this clause.
- (4) The Contracting Officer may
 - (i) offset the amount of the kickback against any monies owed by the United States under the prime contract and/or



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- (ii) direct that the Prime Contractor withhold from sums owed a subcontractor under the prime contract the amount of the kickback. The Contracting Officer may order that monies withheld under subdivision (c)(4)(ii) of this clause be paid over to the Government unless the Government has already offset those monies under subdivision (c)(4)(i) of this clause. In either case, the Prime Contractor shall notify the Contracting Officer when the monies are withheld.
- (5) The Contractor agrees to incorporate the substance of this clause, including subparagraph (c)(5) but excepting subparagraph (c)(1), in all subcontracts under this contract which exceed \$150,000.

5. CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS.

FAR Reference 52.203-11. As prescribed in 3.808(a), insert the following provision:

Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (SEPT 2007)

- (a) Definitions. As used in this provision—"Lobbying contact" has the meaning provided at 2 U.S.C. 1602(8). The terms "agency," "influencing or attempting to influence," "officer or employee of an agency," "person," "reasonable compensation," and "regularly employed" are defined in the FAR clause entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12).
- (b) Prohibition. The prohibition and exceptions contained in the FAR clause of this solicitation entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12) are hereby incorporated by reference in this provision.
- (c) Certification. The offeror, by signing its offer, hereby certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract
- (d) Disclosure. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.
- (e) Penalty. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by 31 U.S.C. 1352. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure required to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

6. ACKNOWLEDGEMENT OF ETHICAL AND BUSINESS CONDUCT REQUIREMENTS

Tetra Tech ARD is committed to integrity in procurement and subcontracting, and only selects offerors based on objective business criteria such as price and technical merit.



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Tetra Tech ARD does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.

Employees and agents of Tetra Tech ARD are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential offerors in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General. In addition, Tetra Tech ARD will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value, or compensation to obtain business.

Offerors responding to this RFP certify that by submitting a proposal, they:

- i. Have disclosed any close, familial, or financial relationships with Tetra Tech ARD or project staff. For example, if an offeror's cousin is employed by the project, the offeror must state this.
- ii. Have disclosed any family or financial relationship with other offerors submitting proposals. For example, if the offeror's father owns a company that is submitting another proposal, the offeror must state this.
- iii. Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- iv. Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- v. Certify understanding and agreement to Tetra Tech ARD's prohibitions against fraud, bribery and kickbacks.

Please contact ARD.Ethics@tetratech.com or tetratech@ethicspoint.com with any questions or concerns regarding the above information or to report any potential violations.

SIGNATURE

By signature hereon, or on an offer incorporating these Representations, Certifications, and Other Statements of Offerors, the Contractor certifies that they are accurate, current, and complete, and that the Contractor is aware of the penalty prescribed in 18 U.S.C. 1001 for making false statements in offers.

By signing below the subcontractor provides certifications for:

1. Certification Regarding Responsibility Matters - AUG 2020. (FAR Reference 52.209-5),
2. Prohibition on Assistance to Drug Traffickers. (22 CFR Part 140),
3. Certification Regarding Terrorist Financing. (Implementation of Executive Order 13224),
4. Anti-Kickback Procedures – JUN 2020. (FAR Reference 52.203-7), and,
5. Certification and Disclosure Regarding Payments to influence Certain Federal Transactions - SEP 2007 (FAR Reference 52.203-11).
6. Acknowledgement of Ethics and Business Conduct Requirements

RFP # and RFP Title: _____



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Firm or Organization Name: _____

Name and Title: _____

Signature: _____ Date: _____

This entire Attachment D must be signed by Offeror and returned as part of the proposal submission.



Attachment (E)

Key Personnel

The firm/institution must provide a team of required experts to be able successfully conduct the required services.

The proposed team should consist of one (1) team leader and supported by experts that can address all aspects of the assignment as detailed in Section 3.0 - Scope of Work/Activities/Tasks above to enable to the firm/institution deliver the work on time. Specifically, the team should be composed, as a minimum, of the following members.

A) Team Leader

Team Leader will lead the team in implementing the assignment, and quality assurance of the deliverables and will be responsible for undertaking the assignment from start to finish. Team Leader must have experience in managing consultancy projects, including planning and budgeting, strategy development, coordination and contract management. She/he is responsible for the timely delivery of high-quality outputs, manage stakeholder relationships, and oversee the overall implementation of the consultancy.

1) Education and Expertise:

- a. A MSc degree in environmental engineering/ water and sanitation engineering, public health, integrated sanitation management or a related field.
- b. In-depth knowledge and experience of Consultancy Services for preparation and implementation of Onsite Sanitation (OSS) and FSM Strategies, Feasibility Study and Detailed Designs for FSM Facilities, practices, and technologies, including in rural settings.
- c. Familiarity with national sanitation, water, and FSM institutional frameworks (policies, Acts, guidelines, and institutions) .
- d. Experience in conducting assessments, developing strategies, and implementing OSS and FSM projects including in rural areas.

2) Technical Skills:

- a. Ability to develop comprehensive WASH related strategies, including setting goals, targets, and action plans.
- b. Familiarity with monitoring and evaluation frameworks for tracking the progress and impact of sanitation interventions.

3) Stakeholder Engagement:

- a. Ability to engage with key stakeholders, including government authorities, community leaders, NGOs, private operators and other relevant actors.
- b. Strong communication and interpersonal skills to effectively collaborate and coordinate with various stakeholders.

4) Project Management:

- a. Experience of 8 years in managing consultancy projects, including planning and budgeting, strategy development, , and delivering high-quality outputs within agreed timelines.
- b. Ability to work as part of a team, ensuring effective coordination and communication.
- c. Strong written and verbal communication skills in English for reporting and coordination purposes.



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B) Sanitation Specialist/Environmental Engineer

The specialist/Expert must have a deep understanding of FSM principles, practices, and technologies. She/he has experience in conducting assessments, strategies, analyzing FSM infrastructure, and identifying gaps and challenges. He/she will develop comprehensive FSM strategies, set goals and targets, and recommend appropriate FSM technologies and approaches suitable for rural areas.

The qualifications for resourceful expert providing an FSM strategy to the rural water supply and sanitation authority may include the following:

- 1) Education and Expertise:
 - a. A relevant MSc degree in environmental engineering, water and sanitation engineering, public health, Integrated Sanitation Management or a related field.
 - b. In-depth knowledge and understanding of FSM principles, practices, and technologies, particularly in rural settings.
 - c. Familiarity with national and international sanitation policies, guidelines, and best practices.
 - d. Experience in conducting assessments, developing strategies, and implementing FSM and sanitation projects in rural areas.
 - e. Knowledge of community engagement and behavior change approaches related to sanitation.
- 2) Technical Skills:
 - a. Proficiency in conducting WASH related assessments, including data collection, analysis, and interpretation.
 - b. Ability to analyze and identify gaps and challenges in the existing sanitation infrastructure and practices.
 - c. Knowledge of appropriate sanitation technologies and approaches suitable for rural contexts, considering factors such as water availability, cultural preferences, and affordability.
 - d. Ability to develop comprehensive sanitation strategies, including setting goals, targets, and action plans.
- 3) Language Proficiency:
 - a. Strong written and verbal communication skills in English or any other required language for reporting and coordination purposes.
- 4) Previous Experience:
 - a. Demonstrated experience of 5 years in successfully delivering similar consultancies related to rural sanitation.
 - b. Proven track record of producing high-quality reports, strategies, and other deliverables.

C) Water and Sanitation Engineer

The expert must have a background in engineering and specialize in water and sanitation. She/he must have technical skills in designing and implementing sanitation infrastructure, such as toilets, FSM facilities and wastewater treatment systems. They can provide expertise in selecting appropriate sanitation technologies based on factors like water availability, cultural preferences, and affordability.

The qualifications for resourceful experts providing FSM facilities designs to the rural water supply and sanitation authority may include the following:



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- 1) Education and Expertise:
 - a. A relevant BSc degree in environmental engineering/ water and sanitation engineering or a related field.
 - b. In-depth knowledge and understanding of FSM principles, engineering practices, and technologies, particularly in rural settings and designs.
 - c. Familiarity with national and international sanitation policies, guidelines, and best practices.
 - d. Experience in conducting assessments, designing, and implementing FSM projects in rural areas.
- 2) Technical Skills:
 - a. Ability to analyze and identify gaps and challenges in the existing sanitation infrastructure and practices.
 - b. Knowledge of appropriate sanitation technologies and approaches suitable for rural contexts, considering factors such as water availability, cultural preferences, and affordability.
- 3) Language Proficiency:
 - a. Strong written and verbal communication skills in English or any other required language for reporting and coordination purposes.
- 4) Previous Experience:
 - a. Demonstrated experience of 8 Years in successfully delivering similar consultancies and engineering designs related to rural sanitation.
 - b. Proven track record of producing high-quality reports, strategies, and other deliverables.

D) Legal/Institutional Development Expert :

The expert must have knowledge of the policies, legal and regulatory framework, and institutional set-up of the WASH sector and sanitation in particular. He/she must understand the institutional set up and mandates of line ministries, RUWASA, WSSAs and other government institutions involved and responsible for sanitation including FSM and can provide insights into the institutional change required to address the challenges facing sanitation and FSM in particular. .

- 1) Education and Expertise:
 - a. A relevant Bachelor of Laws or a related field.
 - b. In-depth knowledge and understanding of the WASH sector and sanitation/FSM in particular. .
 - c. Familiarity with national sanitation policies, Acts, regulatory framework, guidelines, and best practices.
 - d. Experience in conducting institutional framework assessments and development (policies, Acts, Regulations, etc.,) related to the WASH sector .
 - e. .
- 2) Technical Skills:
 - a. Ability to analyze and identify gaps and challenges in the existing institutional frameworks (policies, Acts and regulatory frameworks) hindering effective and sustainable implementation of sanitation interventions .
 - b. Ability to develop comprehensive sanitation strategies, including setting goals, targets, and action plans.



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- c. Familiarity with monitoring and evaluation frameworks for tracking the progress and impact of public health interventions.
- 3) Stakeholder Engagement:
 - a. Experience in conducting stakeholder analyses and facilitating participatory processes.
 - b. Strong communication and interpersonal skills to effectively collaborate and coordinate with various stakeholders.
- 4) Language Proficiency:
 - a. Proficiency in the local language(s) spoken in the rural areas where the consultancy will be conducted.
 - b. Strong written and verbal communication skills in English or any other required language for reporting and coordination purposes.
- 5) Previous Experience:
 - a. Demonstrated experience of 5 years in successfully delivering similar consultancies including rural sanitation.
 - b. Proven track record of producing high-quality reports, strategies, and other deliverables

E) Social /Community Development Expert

The expert must have a background in social sciences and can contribute to understanding the cultural, social, and behavioral factors influencing sanitation practices in rural areas. He/she will conduct stakeholder analyses, engage with communities, and facilitate participatory processes to ensure the strategy is contextually appropriate and socially inclusive.

- 1) Education and Expertise:
 - a. A relevant BA degree in Sociology, human resources development, community development or a related field.
 - b. In-depth knowledge and understanding of social principles, practices, and technologies, particularly in rural settings.
 - c. Familiarity with national and international sanitation policies, guidelines, and best practices.
 - d. Experience in conducting social assessments, developing strategies, and implementing social development projects in rural areas.
 - e. Knowledge of community development engagement and behavior change approaches related to sanitation.
- 2) Technical Skills:
 - a. Proficiency in conducting social development assessments, including data collection, analysis, and interpretation.
 - b. Ability to analyze and identify gaps and challenges in the existing social infrastructure and practices.
 - c. Knowledge of appropriate social approaches suitable for rural contexts, considering factors such as cultural preferences and affordability.
 - d. Ability to develop comprehensive social strategies, including setting goals, targets, and action plans.
- 3) Stakeholder Engagement:
 - a. Experience in conducting stakeholder analyses and facilitating participatory processes.
 - b. Ability to engage with key stakeholders, including government authorities, community leaders, NGOs, and other relevant actors.



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- 4) Cultural Sensitivity:
 - a. Sensitivity to cultural and social norms in rural areas, and ability to adapt strategies and approaches accordingly.
 - b. Understanding of gender dynamics and the importance of promoting gender equality in sanitation interventions.
- 5) Language Proficiency:
 - a. Proficiency in the local language(s) spoken in the rural areas where the consultancy will be conducted.
 - b. Strong written and verbal communication skills in English or any other required language for reporting and coordination purposes.
- 6) Previous Experience:
 - a. Demonstrated experience of 5 years in successfully delivering similar consultancies related to rural sanitation.
 - b. Proven track record of producing high-quality reports, strategies, and other deliverables.

F: Economist/Business Development Expert:

Must have a bachelor's degree in economics, business development, finance or a related subject, such as statistics, mathematics, etc.,. He/she shall have a minimum experience of seven (7) years. Good understanding of the WASH sector work in Tanzania is a plus.

- 1) Education and Expertise:
 - a. A relevant BA/BSc degree in Economics, Business Administration, Statistics or a related field.
 - b. In-depth knowledge and understanding of economic principles and conducting research/surveys.
 - c. Familiarity with national and international sanitation policies, guidelines, and best practices.
 - d. Experience in conducting economic evaluation of policies, strategies and development projects.
 - e. Experience in conducting assessment, developing and implementing strategies and development projects in rural areas.
 - f. Knowledge of appropriate economic approaches to policy and strategy development suitable for rural contexts, considering factors such as cultural preferences and affordability.
- 2) Technical Skills:
 - a. Proficiency in conducting market research, surveys, data analysis, and interpretation.
 - b. Proficiency in developing business plans and business models for sustainable delivery of WASH services.
 - c. Ability to develop comprehensive strategies, including setting goals, targets, and action plans.
- 3) Stakeholder Engagement:
 - a. Experience in conducting stakeholder analyses and facilitating participatory processes.
 - b. Ability to engage with key stakeholders, including government authorities, community leaders, NGOs, and other relevant actors.



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- 4) Cultural Sensitivity:
 - a. Sensitivity to cultural and social norms in rural areas, and ability to adapt strategies and approaches accordingly.
 - b. Understanding of gender dynamics and the importance of promoting gender equality in sanitation interventions.
- 5) Language Proficiency:
 - a. Proficiency in the local language(s) spoken in the rural areas where the consultancy will be conducted.
 - b. Strong written and verbal communication skills in English or any other required language for reporting and coordination purposes.
- 6) Previous Experience:
 - a. Demonstrated experience of 5 years in successfully delivering similar consultancies related to rural sanitation.
 - b. Proven track record of producing high-quality reports, strategies, and other deliverables.