



Ministry of Water and Sanitation



Blantyre Water Board



Blantyre City Council

MALAWI WATER AND SANITATION PROJECT-1 (MWSP)

Terms of Reference:

**Consultancy Services for the Review and Development of the Water
Supply and Sanitation Investment Plan**

PROCUREMENT REFERENCE NUMBER: MW-BWB-333153-CS-OCBS

Blantyre Water Board,
Off Makata Road
P.O. Box 30369
Chichiri,
Blantyre 3.
Email: bwb@bwb.mw
Website: www.bwb.mw

February 2023

1.0 INTRODUCTION

1.1 Background

The Government of Malawi (GoM) is committed to providing adequate, reliable and sustainable water and sanitation services to the urban, peri-urban, towns and rural population of Malawi to meet the ever-increasing demand for safe water for domestic, institutional, industrial, commercial and agricultural use. One focus area is Blantyre City, which currently faces a number of challenges related to water supply and sanitation services delivery. Some of the challenges include; high population growth, dwindling water resources, climate change, lagging infrastructure development and aging water and sanitation systems with high levels of non-revenue water creating large gaps between supply and demand, leading to unreliable services. The current water and sanitation situation in the city is alarming, which calls for comprehensive measures that will bring about sustainable and reliable improved services.

GoM through Blantyre Water Board (BWB) and Blantyre City Council (BCC) with financial support from the International Development Agency (IDA) of the World Bank intends to implement the Malawi Water and Sanitation Project (MWSP). The MWSP seeks to address the immediate and medium-term water and sanitation needs and support a long-term solution to Blantyre City's growing demand for improved water services and safely managed sanitation services.

BWB and BCC which are the implementing entities for the MWSP commit themselves to successful implementation of the project which aligns with Malawi's development goals as well as strategic plans for the two institutions. The project is consistent with the Government's priorities, as it directly aligns with Malawi's commitment to improving urbanization as stipulated in the Malawi 2063.

1.2 Project Development Objective and Components for the Blantyre Water and Sanitation Project (BWSP)

The project development objective (PDO) is to increase access to improved water supply and sanitation services in Blantyre metropolitan area and to enhance the operational and financial efficiency of the Blantyre Water Board. The PDO will be achieved through development and rehabilitation of water and sanitation infrastructure for Blantyre City and surrounding areas so that the city has adequate and reliable potable water supply with adequate pressure and safely managed improved sanitation services. The project focuses on four components that contribute to the achievement of the PDO.

Component 1: Water supply improvements

Under this component, the project will finance investments to improve water production, stabilize and improve network operational efficiency, reduce water losses, increase energy efficiency, improve water supply service quality, and expand water access to unserved areas, increasing energy efficiency, and boosting water access.

Key interventions under this component include:

- i. Rehabilitation and upgrade of Mudi intake and water treatment plant to strengthen the resilience of the water supply system with an alternative source of water during water interruptions caused by frequent floods and siltation along the Shire River
- ii. Priority water supply transmission network upgrade – 20.54km of transmission pipeline from Chileka to Blantyre and four associated reservoirs with a combined capacity of 40,000m³ to increase the storage capacity and BWB drought resilience, and six solar-powered boosters to improve energy efficiency and enhancing infrastructural climate resilience.
- iii. Distribution network upgrade with around 266km pipe replacement and upgrade pressure management systems to recover water leaks, thus reducing water wastage and improving water availability to serve more people.
- iv. Distribution network expansion in selected zones, including 60 smart water kiosks. Under this component, the project will also finance the TA activities required to design and implement the water supply improvement, including consultancy services for engineering designs, procurement, supervision, and related safeguards implementation for water infrastructure planned under the Project.

Component 2: Priority sanitation investments

This component involves several interventions to increase access to safely managed sanitation and reduce environmental pollution that has public health impacts.

Key interventions under this component include:

- i. The rehabilitation and upgrade of 50km of sewer network and connections and treatment works in the Blantyre, and Soche sewerage catchments, including interceptors to collect leaking sewers into river streams and reduce environmental pollution and methane capture to reduce emissions from the WWTP.
- ii. Technical assistance, equipment and tools to improve solid waste sorting and collection at the source with business development support and integration of private sector and waste pickers, and the construction of a new solid waste recycling plant and landfill in Chigumula with the aim of maximizing waste re-use and minimize emissions from uncontrolled solid waste dumping.
- iii. Construction and upgrade of public sanitation facilities for ten schools, five health centers, and five markets to reduce the incidence of open defecation in public places. Public toilet facilities will be enhanced with accessibility features for persons with

disability and MHM facilities and training to increase girls' retention in schools and support female entrepreneurs in markets. Public toilets in markets will be managed through public-private-partnership contracts with local entrepreneurs to enhance the operations and maintenance (O&M) and support job creation. The project will also finance TA for engineering designs and supervision of sanitation investments, sanitation tariff assessment, and preparation and implementation support for safeguards instruments.

Component 3: Institutional capacity strengthening

This component will finance a set of institutional development activities aimed at enhancing BWB's financial efficiency and governance systems, improving BCC's capacity to manage sanitation services and supporting the water sector investment planning and policy development to enhance the sustainability of urban water services.

For Blantyre Water Board, the activities will be financed through a performance-based mechanism to incentivize improvements in:

- i. Staff efficiency through performance management systems, cost reduction, strategy, and capacity-building activities for women's empowerment and participation in decision making roles and promotion of internship opportunities for female graduates.
- ii. Investment in innovative solutions for enhancing climate resilience, asset management and operations including water treatment works.
- iii. Customer services improvements.

For Blantyre City Council, the project will finance the development and update of policies, by-laws, and key guiding institutional documents/plans. It will also finance trainings, equipment; capacity development in sewerage and solid waste management and stakeholder engagement activities.

Component 4: Technical Assistance and Project Management Support

This component will finance TA activities designed to support the project implementing unit and the incremental operating costs for project management, including safeguards, communications, and project monitoring and evaluation. The project will also finance relevant training to enhance financial management, procurement, and safeguards capacity for the implementing entities.

2.0 OBJECTIVE OF THE ASSIGNMENT

The main objective of the assignment is to Review and Develop a Water Supply and Sanitation Investment plan for urban, peri-urban and rural setting of Malawi that will ensure enforcement in its delivery of clean water and sanitation services for all.

3.0 SCOPE OF WORK FOR THE CONSULTANT

In order to achieve the objective of the assignment, the Consultant is expected to

- i. Undertake a rigorous desk review of the relevant policy, regulatory, governance and institutional frameworks and documents applicable to the water supply and sanitation sector
- ii. Undertake consultations with relevant stakeholders regarding existing service levels, barriers, gaps, opportunities and required investment priorities aligned to achieving SDG 6, national development aspirations and sector development goals including all donors of water and sanitation sector
- iii. Conduct a situation analysis in the entire water supply and sanitation service chain to identify investment needs
- iv. Assess the overall resources flow to the water and sanitation sub sector in Malawi.
- v. Assess the financing gap to the subsector and as per the Malawi Climate Resilient WASH Financing Strategy “Madzi ndi zanyengo” and provide recommendations on how the Investment plan could be financed.
- vi. Define all required investments in the entire water supply and sanitation service chain to ensure improved service levels
- vii. Devise systematic instruments and tools for prioritizing the investments
- viii. Develop a risk matrix outlining key challenges and risks associated with the proposed investments
- ix. Formulate the scope of works for each of the proposed infrastructure investments i.e. rehabilitation and constructing new infrastructure
- x. Develop priority investments for improving the efficiency and sustainability of water supply and sanitation service delivery systems for urban, peri-urban and rural communities across the country
- xi. Come up with draft budgets or cost estimates for the proposed investment priorities
- xii. Formulate procurement plans and implementation programs for the proposed investments
- xiii. Drafting of the Water Supply and Sanitation Investment Plan
- xiv. Hold validation workshops with relevant stakeholders
- xv. Conduct dissemination workshops with all Districts in the respective regions
- xvi. Provide guidelines for institutional governance structures
- xvii. Make reference to all District Strategy Investment Plans

4.0 THE EXPECTED DELIVERABLES

i. Inception Report.

The consultant is expected to submit an inception report within 2 weeks after signing of the Contract. The Inception Report shall provide a summary on the understanding of the Terms of Reference by the Consultant, methodology and work plan for the assignment.

ii. Draft Situation Analysis Report.

The Consultant is expected to submit the draft situation analysis report within 3 months from approval of inception report. The Interim report will highlight the findings from the desk reviews and stakeholder consultations including Identified gaps in the Water Supply and Sanitation investments

iii. Final Situation Analysis Report

The consultant is expected to submit a Final Situation Analysis Report addressing comments from the stakeholder validation workshop

iv. Draft Water Supply and Sanitation Investment plan

The Consultant is expected to submit the final report within 4 months after approval of the situation analysis report detailing all key findings from stakeholder consultation, desk reviews, design reviews etc

v. Guidelines For Institutional and Governance Structures

The consultant is expected to submit guidelines for institutional and Governance Structures for the Water Supply and for Sanitation Sectors.

vi. Final Water Supply and Sanitation Investment plan

The consultant is expected to submit a Final Water Supply and Sanitation Investment Plan detailing all comments addresses form from the stakeholder's validation workshop

Proposed payment schedule:

Deliverable	Duration	Proportion of Payment
Inception Report.	1/2 Month	10 Percent
Draft Situation Analysis Report	3 Months	20 Percent
Final Situation Analysis Report	1 Month	
Draft Water Supply and Sanitation Investment plan	4 Months	25 Percent
Guidelines For Institutional and Governance Structures	2 Months	20 Percent
Final Water Supply and Sanitation Investment plan	1 Month	25 Percent

5.0 REPORTING REQUIREMENTS

The consultant is expected to submit deliverable outputs in electronic (5 flash disks) and hard copies (10) to the Secretary for Water and Sanitation through the Project Implementing Unit, Blantyre Water and Sanitation Project, Blantyre Water Board.

6.0 OBLIGATIONS

6.1 Obligations of the consultant

- i The consultant shall provide own office space and all equipment required for the assignment e.g. computers, transport and office accommodation.
- ii It shall be the responsibility of the Consultant to source relevant documents and any information required from various authorities.
- iii Where need be the Consultant will facilitate the organizing of meetings between the Consultant and all the relevant stakeholders including stakeholder consultation after submitting the Draft Situation Analysis Report and the Draft Water Supply and Sanitation Investment plan
- iv The Consultant shall be responsible for the payment of local taxes and duties for all goods and services including levies during execution of the project. The Consultant is therefore expected to liaise with Tax Authorities such as Malawi Revenue Authority, in this aspect.

6.2 Obligation of the Client

- i The Client shall ensure that all relevant information in its custody is timely available to the consultant in order to facilitate the timely, efficient and effective delivery of results. The Client, Councils and all other relevant Ministries shall make available all reports in their custody.
- ii The Client shall in addition facilitate the timely collection of documentation from other stakeholders by issuing supporting letter(s) to the Consultant to facilitate the process of collecting all the relevant documents and/or information.

7.0 DURATION OF THE ASSIGNMENT

The assignment will be carried out for a period of 11.5 months. Estimated key-expert input is at 72 man-months.

8.0 QUALIFICATIONS AND RELEVANT EXPERIENCE

The assignment is expected to be carried out by a consulting firm with a 5 year track record of successful understanding of water supply and sanitation sector. The shortlisting criteria is as follows;

- Experience in development of Investment Plans.

- Experience in organizational and Policy Analysis.
- Experience in experience in Water and Sanitation Hygiene
- Experience in Water Resources Management
- A thorough working experience of the management and administration of externally assisted projects in Sub-Saharan Africa

The core team for this assignment shall be composed of:

- Team Leader (Seasoned Sector leader/Advisor/Expert - over 20 years + international experience; Relevant fields- Economics, Business, Management, Engineering, Environment, etc.)
- Water supply engineer
- Water resources expert
- Sanitation expert
- Environmental and Climate Change Expert with good understanding of the water and sanitation sector
- Economist with good understanding of the water and sanitation sector planning, development and financing
- Urban and Rural Community Development Expert with good understanding of the water and sanitation sector Additional expertise in other relevant disciplines as required.
- Social Scientist with good understanding of Gender, Disability and vulnerable groups and additional expertise in other relevant disciplines

The expected qualifications and experience for each of the key experts are described below:

Team Leader

- Shall have a Master Degree in Economics or Civil Engineering with 20 years relevant experience
- Have experience with development of Investment Plans
- Registered with reputable body
- Fluency in written and spoken English

Water Supply Engineer

- Shall have master's degree in Water Engineering/ Civil Engineering
- At least 10 years relevant experience in water works in which he occupied at least once the lead of such project (study)
- Registered with reputable engineering body
- Fluency in written and spoken English

Water Resources Expert

- Shall have Master's degree in Water Resources Management/Development
- At least 10 years relevant experience in water resources management / development

- Fluency in written and spoken English

Sanitation Expert

- Shall have master’s degree in Civil/ Waste Water/ Sanitation Engineering/ Public Health
- At least 10 years relevant experience in WASH
- Fluency in written and spoken English

Environmental and Climate Change

- Shall have a Master’s Degree in Climate Change and Environmental Sciences or equivalent
- At least 7 years relevant experience in WASH
- Fluency in written and spoken English

Urban and Rural Community Development Expert

- Shall have a Master’s degree in Rural Community Development, Social Sciences, Gender Development or equivalent

Social Scientist

- Shall have a Master’s Degree in Social Science with a track proven record in Gender mainstreaming, Disability mainstreaming and related disciplines
- At least 5 years relevant experience
- Fluency in written and spoken English

Economist

- Shall have master’s degree in Economics
- At least 5 years relevant experience in water sector
- Fluency in written and spoken English

CVs of all proposed professionals should be included in the technical proposal.

The firm must provide Ministry of Water and Sanitation with a Certificate of Incorporation/ documentation that this it is a registered company or institution. ESTIMATED TIME INPUT FOR KEY PROFESIONAL STAFF

No	Key Professional Staff/Expert	Estimated Man-months
1	Team Leader	11.5 Months
2	Water Supply Engineer	11.5 Months
3	Water Resources Expert	11.5 Months
4	Sanitation Expert	11.5 Months

5	Environmental and Climate Change	8 Months
6	Urban and Rural Community Development Expert	8 Months
7	Social Scientist	5 Months
8	Economist	5 Months
	Total	72 Man Months