

Terms of Reference for conducting a mid-term review  
**For the project: “Building Entrepreneurship for Water, Liquid and Solid  
Waste Management in Slums of Dar es Salaam in Temeke Municipal  
Council”**

Project implemented by WaterAid Tanzania (WAT) in partnership with People’s  
Development Forum (PDF)

## **1. Background information**

Over 70% of Dar es Salaam, residents live in slums with limited access to water, faecal sludge and solid waste management services, therefore increasing risks to illness and diseases such as cholera, typhoid and diarrhea. An assessment on faecal sludge and solid waste in three municipalities of Dar es Salaam indicated that Temeke is in one of the worst situations. A lack of water supply networks in most of the areas has seen residents pay high prices for water, or get unsafe water from various sources, some of which are unsanctioned. There is also no suitable sewerage network, so people defecate in the open; use in-situ toilets, or pit-latrines. At the same time, pit-emptying services are limited, forcing people to manually empty their pits, practices that are not only unhygienic but also dangerous to peoples’ health. The assessment also revealed that the current urbanization trend is burdening the existing poor infrastructure for waste management. Statistics indicate that only 56% of rubbish is disposed of safely.

## **2. Project description**

WaterAid is implementing a three-year project, funded by Comic Relief; which aims to address challenges related to water, sludge, and solid waste in Temeke by building entrepreneurship skills among small existing enterprises. The project attempts to develop appropriate water and sanitation technologies, and set up viable financing mechanisms for the enterprises to run profitably. The project is in collaboration with the People’s Development Forum (PDF), WaterAid Tanzania and Temeke Municipal Council (authority and beneficiary to the project results).

Some of the key lessons have been around enterprises being able to develop sustainable waste collecting services due to pit-emptying being a seasonal service (busiest in the rainy season), and a good number of these are being contracted by the Municipality. Furthermore, it was also noted that the enterprises increased employment opportunities among youth and reduced crime

incidences. Another notable conclusion from the study was that training skilled entrepreneurs about sanitation proved more successful than training those already engaged in sanitation to adopt a more business oriented mindset.

Strengthening and sustaining some of these activities have faced setbacks, including a lack of adequate financial institutions to support the enterprises. Unfriendliness of bank models to loan business on waste management has continued to affect growth on liquid and solid related businesses.

Now that the project is halfway through, WaterAid Tanzania in partnership with PDF (an implementing partner) and Temeke Municipal Council would like to engage a consultant to undertake midterm review to be able to assess success, challenges and lessons learnt during the one and half years of implementation.

### **3. Objectives of the assignment**

The main objective of this assignment is to assess and document success, challenges and any key lessons during the one and half years of implementation of the project in the selected wards of Temeke Municipal Council.

The mid-term review will specifically do the following:

- i. Assess progress between baseline period to date on program implementation including identification of existing gaps, barriers and drivers (internal and external factors (positives and negatives) that may contribute to success on outcomes of the project.
- ii. Assess overall project setup (design) not limited to modalities of operations (delivery of the project), engagement of key actors, management of the program, including assessing viability of the business (financing and loan models) model adapted by the project.
- iii. Examine to what extent this project is being able to address and adapt key learnings encountered during previous initiatives on waste businesses piloted in urban settings, particularly in unplanned settlements of Dar es Salaam.

#### **4. Scope of work**

The scope of this assignment includes, but not limited to, a review of project documents such as baseline report, project proposal, and secondary sources that demonstrate experiences on water and sanitation businesses in unplanned settlements (slums/urban settings). The consultant will also conduct key informant interviews with potential stakeholders and field observations to the project areas. The consultant will additionally draft a report and prepare a brief presentation on the key findings from the study. This assignment requires the services of a consultant for the period not exceeding 30 days from the effective signing date.

Specifically, the consultant will be responsible for the following:

- i. Review of relevant documents and develop sound methodology for undertaking the assignment.
- ii. Conduct key informant interviews with implementing partners and key actors (important stakeholders) relevant to this project.
- iii. Conduct field visits and discussions with entrepreneurs to learn more about public water kiosk operations (funds management, legal framework, sustainability and O&M).
- iv. Thorough review of the logical model and theory of change, validating based on existing context
- v. Review of semi-annual and annual reports to be able to identify focus areas for the midterm assessment.
- vi. Review of baseline report, and articulate key learning and recommendations from the report into mid-term learning or follow-up questions.
- vii. Prepare an inception report outlining preferable approach into the assignment
- viii. Presenting findings in an agreed format.
- ix. Preparation of aide-memoire with the key findings, conclusion and recommendations.
- x. Presenting findings to a stakeholders' forum, dates and venue to be agreed during inception meeting.

## **5. Methodology**

The mid-term review study is expected to use participatory approach/techniques with a great focus on collecting qualitative data. The study design thought around mixed methods. The consulting firm/individuals should explicitly demonstrate how the chosen methodology/approach fits the implementation strategy and provides opportunities to learn.

Prior to execution of this assignment, the consultant or team of consultants will work closely with WAT and PDF to develop a sound approach for undertaking the study. Consultants are encouraged to base data collection to implementing entities and key actors, than focus to primary beneficiaries; this is to say more weight will be given to key stakeholders as opposed to primary beneficiaries.

## **6. Deliverables**

The consultant or team of consultants is expected to provide the following deliverables:

- i. An inception report, outlining methodological approach and timeline to be able to accomplish the assignment.
- ii. An aid-memoire at the end of assignment summarizing methodology used to conduct mid-term review and summary of key findings/lessons.
- iii. Final mid-term review report not exceeding 30 pages, reflecting on objectives of the MTR as well as detailing relevance, effectiveness and efficiency.
- iv. Powerpoint presentations not more than 30 slides providing insight on key findings.
- v. Half-day presentation of key findings to key WASH stakeholders (venue to be decided after acceptance of final report)

## **7. Timeline**

The consultant should be able to accomplish all stated activities within 30 working days including final midterm report. The table below provides an estimate on timing of the assignment.

Item #	Activity Name	Duration (days)
1.	Inception report and data collection	13 working days
2.	Data analysis and presentation of key findings	8 working days
3.	Presentation of Aid-Memoire and submission of draft report	4 work days
4.	Final report	5 working days

## 8. Qualifications and key competence

The consultant or team of consultant should be a senior expert with postgraduate degree in a field relevant to the domains of the project. He/she should not have less than four years of experience conducting baseline studies particularly related to health and sanitation. The team leader (in case a team of consultants is applying) should have demonstrable knowledge of and experience in monitoring and evaluation of health systems.

Specifically, the ideal consultant will have the following skills and experiences:

- i. A minimum of 4 years' relevant experience conducting mid-term reviews/surveys and/or project evaluations.
- ii. Excellent analytical, interpersonal, communication and reporting skills.
- iii. Key competence on qualitative data analysis and report writing.
- iv. Experience working in mixed settlements (planned and unplanned settlements).
- v. Have good understanding of existing policy and strategic framework for WASH in Tanzania.
- vi. Conversant with Local Government Authority set-up in Tanzania.
- vii. Experience of working with multi-sector partners.
- viii. Fluent in spoken and written Kiswahili and English.
- ix. Experience on WASH enterprises is an asset

## 9. Mode of application

The Financial and Technical proposals hard copies should be submitted in two separate sealed envelopes i.e. one with technical proposal, clearly marked

“Technical Proposal” and another marked “Financial Proposal”.

The proposals MUST be addressed to: Country Director, WaterAid Tanzania,

P.O. Box 33759, Plot 1469 Rufiji Street, Off Haile Selassie Rd, Msasani Peninsular, Dar es Salaam, Opposite Namibia High Commission

The proposals should also be submitted in soft copies through e-mail:

[zuenamasumay@wateraid.org](mailto:zuenamasumay@wateraid.org) and [wateraidtz@wateraid.org](mailto:wateraidtz@wateraid.org); both hard copies and soft copies should be submitted before 4:30pm on 4th August 2017. Only applicants meeting the minimum requirements shall be contacted for further discussions.

Tender opening will be on 7<sup>th</sup> August 2017 from 11:30am at WaterAid Country office.