



**INDIVIDUAL CONSULTANT PROCUREMENT NOTICE**

**RE-ADVERTISEMENT**

**INTERNATIONAL CONSULTANT  
(PREPARATION OF A PROGRAM DOCUMENT FOR INVESTMENT AND SUSTAINABLE CITIES PROGRAM")**

**Date: 08 June 2021**

**Procurement Notice No.: IC/TZA/2021/UNDP- 021**

**Duty Station: Dar es Salaam**

**Eligibility: International Consultant** (Female Candidates are highly encouraged to apply)

**Description of the assignment**

- Institutional and context analysis
- Problem tree analysis
- Solution/Objectives tree
- Theory of Change
- Concept paper for the new programme

**Project name: "PREPARATION OF A PROGRAM DOCUMENT FOR INVESTMENT AND SUSTAINABLE CITIES PROGRAM"**

**Period of Assignment/Services: 30 working days**

**Separate technical and financial proposals** detailing understanding of the TOR, Assignment methodology and work plan should be submitted through; [icprocurement.tz@undp.org](mailto:icprocurement.tz@undp.org) **not later than Tuesday 21 June 2021 at 10:00 hrs. (Local time):**

**IMPORTANT NOTE:**

**The reference of the IC Procurement Notice No. IC/TZA/2020/UNDP-021 ("PREPARATION OF A PROGRAM DOCUMENT FOR INVESTMENT AND SUSTAINABLE CITIES PROGRAM").**

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail address: [tenders.tz@undp.org](mailto:tenders.tz@undp.org). UNDP Tanzania will respond in writing or by standard electronic mail to the requestor and share the answer with all invited offerors without identifying the source of inquiry. Please Quote/Ref/: **IC/TZA/2020/UNDP-021 ("PREPARATION OF A PROGRAM DOCUMENT FOR INVESTMENT AND SUSTAINABLE CITIES PROGRAM")** in all inquiries;

## 1. BACKGROUND

With a population of 56 million people, Tanzania is the second largest economy in the East African Community (EAC). The performance has largely been driven by the services and industry sectors. The COVID-19 pandemic is expected to weigh heavily on the economy with estimates now at a modest 2.0% growth in 2020 from an earlier estimate of 5.30%. The drop is largely driven by a decline in international trade and tourism. The situation is not unique to Tanzania as the global economy contracted in 2020. However, the medium-term outlook is positive as growth is projected to remain strong, driven by robust performance in services and manufacturing sectors, and supported by public investment. The longer-term growth prospects are expected to be boosted by recent natural gas discoveries through increased FDI, government revenues, power generation, and the impact on local economic development.

Through the Tanzania Development Vision 2025 (TDV 2025), which is being realized through frameworks of Five-Year Development Plans (FYDP I-III), the Tanzanian government is focused on nurturing an industrial economy, as well as creating economic transformation and human development with high-quality livelihoods. The goal is achieving middle-income status. In order to meet the development objectives specified in Tanzania's Development Vision 2025, Tanzania requires significant investment from a broad range of sources including national, regional and international investors.

To achieve its TDV 2025, investment and finance will need to be utilized as a driving force for social and economic resilience. Currently there are barriers to securing this financing, including: a relatively weak investment environment characterised by challenges in property registration, taxation and registration of building permits<sup>1</sup>; a limited pipeline of bankable SDG impact projects; capacity gaps in project preparation and investment promotion in the country; fragmentation in portfolio development approaches between regional governments, national government and the private sector; and limited investor engagement. Rallying private sector participation and strengthening private and public sector networks for achieving sustainable and inclusive economic growth has taken on new urgency. The Tanzania Development Vision has a financing gap of USD 22 billion in investment capital. ....Etc.....

## 2. DUTIES AND RESPONSIBILITIES

For detailed information on the tasks to be performed and expected deliverables, please refer to the Terms of Reference (TOR) attached.

## 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

### Academic Qualifications:

Profile of the International Consultant

#### Education:

- Advanced degree in Business Development, Development Economics, Business Administration, Development studies, Public Finance, or similar backgrounds

#### Experience:

- Minimum of 10 years work experience and demonstrated competence in generating and testing innovations and facilitating incubation, co-leading strategies and deliverables. Knowledge on supporting the scaling up of projects throughout the project-cycle, from concept to pre-feasibility, feasibility, advanced design and up to financial close
- Minimum 10 years work experience in related fields such as programme design, innovations, monitoring and evaluation, strategic planning; socio-economic analysis.
- Demonstrated experience in modelling tools for analysis, strong understanding and experience of investment facilitation and policy analysis
- Extensive practical understanding SDGs and how they relate to the general development context in Tanzania.
- Fluency in English. Fluency in Swahili an advantage.

**4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:**

**NOTE: Technical and Financial Proposals must be submitted separately. The two must NOT be combined.**

**i. TECHNICAL PROPOSAL**

Interested Individual Consultants must submit the following documents/information to demonstrate their qualifications:

- (i) Explanation on why they are the most suitable for the work.
- (ii) Provide a brief methodology on how they will approach and conduct the work.
- 1. **Personal CV** including past experience in similar projects and at least 3 references with valid contact details (Please clearly indicate names, valid telephone numbers and e-mail addresses of referees).

**ii. FINANCIAL PROPOSAL**

The financial proposal shall specify a **total lump sum amount**, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output (For detailed payment schedule, please refer to the TOR attached). In order to assist the Requesting Unit in the comparison of financial proposals, **the financial proposal will include a breakdown of this lump sum amount.**

**Travel:**

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expense should be agreed upon, between the respective Business Unit and individual Consultant, prior to travel and will be reimbursed.

**Proposed format for submission of Financial Proposal:**

S/N°	Item/Description	Amount (USD)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Other expenses (please specify if any)	

**5. EVALUATION METHOD**

Individual Consultants will be evaluated based on the following methodology:

**Cumulative Analysis:**

The contract will therefore be awarded to the Individual Consultant whose offer has been evaluated and determined as both:

- a) Responsive/compliant/acceptable, and
- b) Having received the highest score out of the pre-determined set of weighted technical and financial criteria specific to the solicitation:

\* Technical Criteria weight: 70%

\* Financial Criteria weight: 30%

Only candidates obtaining a minimum of 49% points in the technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<b><u>Technical :</u></b>	<b><u>70%</u></b>	<b><u>70</u></b>
• Relevance of education	10	
• Language skills	05	

<ul style="list-style-type: none"> <li>Knowledge of the area of work and expectation from the activities being covered</li> </ul>	15	
<ul style="list-style-type: none"> <li>Relevance of professional experience in conducting assignments of similar nature and scope-</li> </ul>	25	
<ul style="list-style-type: none"> <li>Experience in writing/publication-</li> </ul>	15	
<b><u>Financial:</u></b>	<b><u>30%</u></b>	<b><u>30</u></b>

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS

*Jeremiah Mallongo*

Jeremiah Mallongo  
Operations Manager