



**THE UNITED REPUBLIC OF TANZANIA**

**RUFJI BASIN WATER BOARD**



**REQUEST FOR PROPOSAL**

**PROPOSAL NO.: TR006/2024/2025/C/01**

**FOR**

**PROVISION OF CONSULTANCY SERVICE FOR GROUNDWATER POTENTIAL  
ASSESSMENT, HYDROLOGICAL AND GROUNDWATER FEASIBILITY STUDY IN GREAT RUAHA AND  
KILOMBERO CATCHMENT.**

**14/05/2025**

## **ABBREVIATIONS AND ACRONYMS**

ICS	International Competitive Selection
PE	Procuring Entity
NCS	National Competitive Selection
PPRA	Public Procurement Regulatory Authority
RFP	Request for Proposals
CV	Curriculum Vitae
ToR	Terms of Reference

## **SECTION I: LETTER OF INVITATION**



**THE UNITED REPUBLIC OF TANZANIA**

**RUFJI BASIN WATER BOARD**



**Proposal No.: TR006/2024/2025/C/01**

**FOR**

**PROVISION OF CONSULTANCY SERVICE FOR GROUNDWATER POTENTIAL  
ASSESSMENT, HYDROLOGICAL AND GROUNDWATER FEASIBILITY STUDY IN GREAT RUAHA AND  
KILOMBERO CATCHMENT.**

**14/05/2025**

1. The Government of the United Republic of Tanzania has set aside funds for the operation of the RUFJI BASIN WATER BOARD during the financial year 2024/2025. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the PROVISION OF CONSULTANCY SERVICE FOR GROUNDWATER POTENTIAL ASSESSMENT, HYDROLOGICAL AND GROUNDWATER FEASIBILITY STUDY IN GREAT RUAHA AND KILOMBERO CATCHMENT..
2. The RUFJI BASIN WATER BOARD now invites proposals from eligible Individual Local and Individual Foreign to indicate their interest in providing the services which include PROVISION OF CONSULTANCY SERVICE FOR GROUNDWATER POTENTIAL ASSESSMENT, HYDROLOGICAL AND GROUNDWATER FEASIBILITY STUDY IN GREAT RUAHA AND KILOMBERO CATCHMENT. for 90 days.
3. Interested Individual Local and Individual Foreign must provide information indicating that they are qualified to perform the services by submitting updated Curriculum Vitae (CV), descriptions of similar assignments, experience in similar conditions, and relevant skills. Interested individual consultants must also submit Financial proposals through the system.
4. You are requested to submit your expression of interest, and detailed Curriculum Vitae (CV) through the system by 19/05/2025 at 2:00 PM hours local time.
5. The opening of CVs shall take place immediately after the deadline for submission through NeST.
6. An Individual Consultant will be selected in accordance with the procedures set out in the Public Procurement Act, Cap. 410.
7. CV's will be evaluated on the basis of the criteria shown in the Request for Proposal. Only individual Consultant ranked first in the evaluation shall be engaged (depending on their availability) to carry out the assignments during the financial year 2024/2025.
8. Any request for clarification with regard to this assignment shall be addressed through NeST not less than five (5) days before deadline for submission. The Employer shall respond to clarifications received within three (3) working days from the date of receipt of query.
9. Expressions of Interest/proposals not received through NeST shall not be evaluated irrespective of the

circumstances.

**BASIN DIRECTOR**  
P.O.BoX 1798, Iringa.

## **SECTION II: INSTRUCTION TO CONSULTANTS**

## **INSTRUCTION TO CONSULTANTS**

1. This RFP consists of the following documents:
  - (a) SECTION I: Letter of Invitation;
  - (b) SECTION II: Instruction to Consultants;
  - (c) SECTION III: Qualification and Evaluation Criteria;
  - (d) SECTION IV: Terms of Reference.
  - (e) SECTION V: Contract Form.
2. The expected duration of the assignment is 90 days from the date of commencement.
3. Section IV provides Terms of Reference (ToR) showing the scope of the assignment to be conducted and services requested from the short-listed Consultants. You are expected to:-
  - (a) update your profile and submit it through the system
  - (b) comments on the ToR of the assignment;
  - (c) provide relevant experience in similar assignments; and
  - (d) provide updated detailed CV.

In addition, kindly submit your Financial Proposal regarding the fees, (the fee should be indicated either on a daily basis or monthly basis) and reimbursable if any.
4. The proposal to be submitted by the Consultants shall be evaluated on the basis of the CV and later, be classified by order of merit. The evaluation criteria to be used are specified in the Section III of this document.
5. The first individual consultant on the ranking shall then be contacted and if available, fees and contract terms shall be negotiated. If an agreement is not reached the next consultant by order of merit will be invited to negotiate and so on until one of the short-listed individual consultant is definitively retained for the assignment.
6. The Consultant(s) shall meet the cost of any insurance and/or medical examination or treatment required in the course of performing the services.
7. Proposals must be properly filled in and submitted through NeST at or before 2:00 PM hours local time on 19/05/2025, and be opened promptly thereafter through NeST. Proposal opening details shall be available to the public through NeST.
8. Individual consultants have the right to seek for review of procurement decisions pursuant to Public Procurement Act, Cap. 410.

### **SECTION III: QUALIFICATION AND EVALUATION CRITERIA**



## QUALIFICATION AND EVALUATION CRITERIA

Consultants CVs shall be evaluated based on the followings criteria:

### Commercial Evaluation

#### 1. Eligibility

##### **Litigation History (SCORE: N/A)**

Tenderers are required to provide litigation records resulting from contracts completed or ongoing under their execution (In case of Joint Venture, compliance requirements are all Parties Combined – Must Meet requirements and Each Member – Must Meet requirements).

Litigation History Start Year	2022-01-01
Litigation History End Year	2025-05-14

##### **Completion Period (SCORE: N/A)**

Tenderers are required to comply with the completion period as proposed by the procuring entity unless alternative completion period is allowed.

Completion Time (Days)	90
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#### 2. Standard Tender Forms

##### **Tender Validity Period (SCORE: N/A)**

Consultants are required to confirm with the tender validity period specified by the Procuring Entity.

Tender Validity Period (Days)	120
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### Technical Evaluation

#### 1. Experience

##### **General Individual Qualification Suitability (SCORE: 30)**

A consultant is required to provide general Individual qualification suitability for the task to be performed as described in the Terms of Reference.

##### **Education Qualification (20 %)**

Education Qualification requirements	Project Manager/ Team Leader Senior Hydrogeologist Senior Geologist Senior Hydrologist Senior RS & GIS Expert Senior Socio-Economist Senior Environmentalist
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##### **Individual Professional Membership (10 %)**

Individual Professional Membership	Must submit the membership certificates of all requirements
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**Individual Relevant Skills (40 %)**

Individual Relevant Skills	Must have experience on Geophysical survey of at least 5 years
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**Individual Experience in the specific assignment (SCORE: 30)**

A Consultant is required to provide experience in the specific assignment described in the Terms of Reference.

**Individual General Experience (30 %)**

General Experience	A Consultant is required to provide experience in the specific assignment described in the Terms of Reference
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**Understanding of Terms of Reference (20 %)**

Understanding of Terms of Reference	A consultant has to submit a quality proposal and demonstrate a clear understanding of the terms of reference, propose technical approach, methodology, organization, and staffing to carry out the assignment.
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**Individual Language Proficiency (SCORE: 10)**

A Consultant is required to provide Language Proficiency as stated in the Terms of Reference.

**Individual Knowledge of the Country (SCORE: 10)**

A Consultant is required to provide details of the knowledge of the country.

Knowledge of the Country	A Consultant is required to provide details of the knowledge of the country.
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## 2. Understanding Terms of Reference

**Understanding of the Terms of Reference, Methodology and Proposal Quality of the Assignment (SCORE: 20)**

A consultant has to submit a quality proposal and demonstrate a clear understanding of the terms of reference, propose technical approach, methodology, organization, and staffing to carry out the assignment.

**Understanding of the Terms of Reference (10 %)**

Comments and suggestions on the Terms of Reference	A consultant has to submit a quality proposal and demonstrate a clear understanding of the terms of reference, propose technical approach, methodology, organization, and staffing to carry out the assignment
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**Approach, methodology and overall quality of the proposal (30 %)**

Description of Approach, Methodology and work Plan for Performing the Assignment	Consultant must submit the Approach, methodology and overall quality of the proposal
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**Compliance with environmental and social aspects(reliability, sustainability,social and environmental aspects) (10 %)**

Compliance to Environmental and Social	consultant must Comply with environmental and social aspects(reliability, sustainability, social and environmental aspects)
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## Financial Evaluation

### 1. Financial Proposal

#### **Financial Proposal (SCORE: N/A)**

Consultants are required to submit priced financial proposal.

## **SECTION IV: TERMS OF REFERENCE**

## TERMS OF REFERENCE

LOT NO. TR006/2024/2025/C/01

### PROVISION OF CONSULTANCY SERVICE FOR GROUNDWATER POTENTIAL ASSESSMENT, HYDROLOGICAL AND GROUNDWATER FEASIBILITY STUDY IN GREAT RUAHA AND KILOMBERO CATCHMENT.

**GFS Code: 23130101 - Boreholes**

#### Mode of Payment

The minimum Interim Payment Certificate shall be 15% of the execution work.

#### Project Description

Groundwater is able to create drought resilience, improve the welfare of the population, to utilize the land resources and for sustainable agricultural production. In this regard, the use of groundwater for water supply and/or irrigation practices is expected to result in far reaching implication in ensuring food security for urban and the rural community. The development and management of water resources in Tanzania is guided by the National Water Policy (NAWAPO 2002) and the Water Resources Management Act No 11 of 2009. The NAWAPO sets out future direction for the Water Sector in achieving sustainable development and utilization of the nation's water resources for social economic development and an increase in the availability of water supply and sanitation services. The National Water Policy stipulates the roles of private sector in groundwater development, especially in providing consultancy services and water well drilling. The policy further emphasizes on the review and dissemination of procedures and guidelines governing groundwater development and management, including groundwater exploration and drilling activities as well as operation of projects, which use groundwater resources.

#### Background

Groundwater is able to create drought resilience, improve the welfare of the population, to utilize the land resources and for sustainable agricultural production. In this regard, the use of groundwater for water supply and/or irrigation practices is expected to result in far reaching implication in ensuring food security for urban and the rural community. The development and management of water resources in Tanzania is guided by the National Water Policy (NAWAPO 2002) and the Water Resources Management Act No. 11 of 2009. The NAWAPO sets out future direction for the Water Sector in achieving sustainable development and utilization of the nation's water resources for social economic development and an increase in the availability of water supply and sanitation services. The National Water Policy stipulates the roles of private sector in groundwater development, especially in providing consultancy services and water well drilling. The policy further emphasizes on the review and dissemination of procedures and guidelines governing groundwater development and management, including groundwater exploration and drilling activities as well as operation of projects, which use groundwater resources.

Groundwater exploration is the investigation of underground formations to understand the hydrologic cycle, the groundwater quantity and quality; and identify the nature, number and type of aquifers. Water insecurity is a growing concern globally, especially in developing countries, where a combination of population growth, urbanization, changing consumption patterns along with improved living standards, and climate change variability put increasing pressure on water supply systems. The development of groundwater scheme has received considerable attention in recent years. However, in many such instances, the expansion of groundwater development has not been preceded or accompanied by systematic studies to evaluate the resource potentials of

the respective aquifers.

Therefore, in order to derive the optimum benefit from a groundwater scheme, a proper resource study has to be carried out. However, unlike surface water processes, most of the groundwater activity is invisible in the strata that lie below the ground surface. Measurement and monitoring of groundwater flow is therefore extremely difficult. Therefore, in order to minimize most of the simplifying assumptions in groundwater assessment programs, several integrated exploration approaches should be applied. As part of the integrated approach to groundwater exploration, combination of geological, hydrological, hydrogeological and geophysical exploration tools needs to be implemented. Groundwater recharge is an essential component of such investigation and therefore must be estimated before attempting to develop the groundwater model of an area. Hence, the core and ultimate goal regarding this project shall be to estimate the quantity and investigate the quality of the groundwater available in an area for water supply and/or irrigation development.

The proposed studies shall be carried out in two phases. The first phase(Phase-I) of the investigation is the inception phase composed of review of previous works, overlay analysis to determine groundwater prospective areas, develop conceptual hydrogeological model, preliminary field visit and submission of Inception report. The second phase (Phase-II) comprises field hydro-geophysical surveys in specified target areas to select sites for exploratory boreholes.

#### Objective of the assignment

Item	Description
General objective	Groundwater is able to create drought resilience, improve the welfare of the population, to utilize the land resources and for sustainable agricultural production. In this regard, the use of groundwater for water supply and/or irrigation practices is expected to result in far reaching implication in ensuring food security for urban and the rural community. The development and management of water resources in Tanzania is guided by the National Water Policy (NAWAPO 2002) and the Water Resources Management Act No 11 of 2009. The NAWAPO sets out future direction for the Water Sector in achieving sustainable development and utilization of the nation's water resources for social economic development and an increase in the availability of water supply and sanitation services. The National Water Policy stipulates the roles of private sector in groundwater development, especially in providing consultancy services and water well drilling. The policy further emphasizes on the review and dissemination of procedures and guidelines governing groundwater development and management, including groundwater exploration and drilling activities as well as operation of projects, which use groundwater resources.
Specific Objective	<p>The specific objectives of the study are as follows:</p> <ul style="list-style-type: none"> <li>1. <del>Assess</del> Assess condition of the area: identify sites.</li> <li>1. <del>Assess</del> Assess condition of the area: Conduct detailed hydrogeological study of all identified sites.</li> <li>1. <del>Assess</del> Preparation for drilling and testing of test/pilot production <del>in</del></li> </ul>

#### Consultant's Responsibilities

The main objective of the geophysical investigation is to determine:

- Thickness of different geological formation
- Depth to the groundwater
- Qualitative and/or quantitative evaluation of degree of salinity of the groundwater
- To identify geological structures
- To identify depth to aquifer and determine aquifer thickness
- Spatial variation related to hydraulic properties of the different lithologic units.
- Preparation of Geophysical report with pseudo and geoelectric sections
- To recommend exploratory and/or production well sites for drilling and testing based on the geophysical analysis and interpretation.
- Classification of all the rock types and establishment of the stratigraphic relations of litho-stratigraphic units at a scale of 1:100,000 for the selected specific prospective areas.
- Determination of the lateral and vertical extent of litho-stratigraphic units.
- Identification and mapping of all geological structures.
- Determination of the major structures (faults, lineaments, folds, dyke and etc.) having important hydrogeological implications.
- Preparation of geological sections along zones of likely high groundwater flow paths.
- Close observation on the texture, cementation, porosity and general lithostratigraphy of the geological formations at the local sites (geological characterization).

#### Counterpart Staff

SN	Proposed Position	Person	Person-Month (PM)		Total Man-month	Remark
			Office	Field		
1	Project Manager/ Team Leader	1	0.5	2	2.5	3 Months
2	Senior Hydrogeologist	1	0.5	2	2.5	
3	Senior Geologist	1	0.5	2	2.5	
4	Senior Hydrologist	1	0.5	2	4	
5	Senior RS & GIS Expert	1	1	2	3	
6	Senior Socio-Economist	1	1	2	3	
7	Senior Environmentalist	1	1	2	3	
	<b>Total</b>	<b>7</b>			<b>20.5</b>	

#### Selection Procedure

Through Open National Competitive Tendering

#### Deliverables/Reports

#### Data, Services and Facilities to be provided by the Client

The client shall provide all necessary data, services and facilities as shall be required by the Consultant

#### Scope of the Assignment

The assignment has two major components.

1. 

1. 

## Consultants Personnel

Item	Description						
Key Staff	SN	Proposed Position	Person	Person-Month (PM)		Total Man-month	Remark
				Office	Field		
	1	Project Manager/ Team Leader	1	0.5	2	2.5	3 Months
	2	Senior Hydrogeologist	1	0.5	2	2.5	
	3	Senior Geologist	1	0.5	2	2.5	
	4	Senior Hydrologist	1	0.5	2	4	
	5	Senior RS & GIS Expert	1	1	2	3	
	6	Senior Socio-Economist	1	1	2	3	
	7	Senior Environmentalist	1	1	2	3	
		<b>Total</b>	<b>7</b>			<b>20.5</b>	
Support Staff	SN	Proposed Position	Person	Person-Month (PM)		Total Man-month	Remark
				Office	Field		
	1	Project Manager/ Team Leader	1	0.5	2	2.5	3 Months
	2	Senior Hydrogeologist	1	0.5	2	2.5	
	3	Senior Geologist	1	0.5	2	2.5	
	4	Senior Hydrologist	1	0.5	2	4	
	5	Senior RS & GIS Expert	1	1	2	3	
	6	Senior Socio-Economist	1	1	2	3	
	7	Senior Environmentalist	1	1	2	3	
		<b>Total</b>	<b>7</b>			<b>20.5</b>	
Staff Leave	SN	Proposed Position	Person	Person-Month (PM)		Total Man-month	Remark
				Office	Field		
	1	Project Manager/ Team Leader	1	0.5	2	2.5	3 Months
	2	Senior Hydrogeologist	1	0.5	2	2.5	
	3	Senior Geologist	1	0.5	2	2.5	
	4	Senior Hydrologist	1	0.5	2	4	
	5	Senior RS & GIS Expert	1	1	2	3	
	6	Senior Socio-Economist	1	1	2	3	
	7	Senior	1	1	2	3	



	Environmental					
	<b>Total</b>	<b>7</b>			<b>20.5</b>	

**Duration of the Assignment**

90 days

## **SECTION V: CONTRACT FORM**

## FORM OF AGREEMENT

THIS CONTRACT AGREEMENT IS MADE THIS *[insert date]* day of *[insert month and year]* between *[insert name and address of the client]* (hereinafter called “the Client”) on the one hand and *[insert name and address of the Consultant]* (hereinafter called “the Consultant”) on the other hand.

**WHEREAS** the Client wishes to have the Consultant perform the services hereinafter referred to as *[insert a brief description of the assignment]* and **WHEREAS**, the Consultant is willing to perform these services.

The following documents shall be deemed to form and be read and construed as part of this Agreement:

1. Form of Agreement;
2. Form of Tender;
3. Letter of Acceptance;
4. Agreed Terms of Reference (ToR);
5. Addendum Notice, if any;
6. Minutes of Negotiation, if any;
7. Other relevant documents of the contract, if any.

**NOW THEREFORE THE PARTIES hereby agree** as follows:

1.	Services	<p>(i) The Consultant shall perform the services specified in the Terms of Reference, which is made an integral part of this Contract (“the Services”).</p> <p>(ii) The Consultant shall provide the personnel as indicated in the agreed ToR to perform the Services.</p> <p>(iii) The Consultant shall submit to the Client the reports in the form specified in the ITCs and within the time periods specified in the agreed ToR.</p>
2.	Terms	The Consultant shall perform the Services during the period commencing <i>[insert date]</i> and continuing through <i>[insert completion date]</i> or any other period as may be subsequently agreed by the parties in writing.
3.	Payment	<p><b>A. Ceiling</b> For Services rendered pursuant to the agreed ToR, the Client shall pay the Consultant an amount of <i>[insert amount in currency words and figures]</i> This amount has been established based on the understanding that it includes all of the Consultant’s costs and profits as well as any tax obligation that may be imposed on the Consultant.</p> <p><b>B. Schedule of Payments</b> The following payment schedule will be used:-<i>[insert payment schedule as in the ToR]</i></p> <p><b>C. Payment Conditions</b> Payment shall be made in <i>[insert currency]</i> no later than 30 days following submission by the Consultant of invoices in duplicate to the Coordinator designated in paragraph 4.</p>
4.	Project Administration	<p><b>A. Coordinator</b> The Client designated <i>[insert name of the coordinator]</i> as Client’s Coordinator; the Coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the reports and of other deliverables by the Client and for receiving and approving invoices for the payment.</p> <p><b>B. Reports</b> The reports listed in the agreed ToR, shall be submitted in the course of the assignment, and will constitute the basis of the payments to be made under this Contract.</p>
5.	Performance Standards	The Consultant undertakes to perform the Services with the highest standards of professional and ethical competence and integrity.
6.	Confidentiality	The Consultant shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential

7.	<b>Ownership of Material</b>	information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client. Any studies reports or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Consultant may retain a copy of such documents and software.
8.	<b>Consultant Not to be Engaged in Certain Activities</b>	The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.
9.	<b>Insurance</b>	The Consultant will be responsible for taking out any appropriate insurance coverage.
10.	<b>Assignment</b>	The Consultant shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.
11.	<b>Law Governing Contract and Language</b>	The Contract shall be governed by the laws of United Republic of Tanzania, and the language of the Contract shall be English.
12.	<b>Dispute Resolution</b>	Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the United Republic of Tanzania.

IN WITNESS WHEREOF the Employer and the Consultant have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

SIGNED, SEALED, AND DELIVERED FOR AND ON BEHALF OF:

THE PROCURING ENTITY	THE CONSULTANT
Name: ..... (Authorized Representative)	Name: ..... (Authorized Representative)
Designation: .....	Designation: .....
Signature: .....	Signature: .....
WITNESS	WITNESS
Name: .....	Name: .....
Designation: .....	Designation: .....
Signature: .....	Signature: .....

