

TERMS OF REFERENCE

Studies for Preparation of Sanitation Programme in the Sahel

PURPOSE	The purpose of this consultancy mandate is data collection and preparation of country- and sector-specific situation analyses, needs assessments and feasibility study as well as fact-based advice on opportunities in the sanitation sector in Burkina Faso, Chad, Mauritania and Niger.
DONOR AGENCY	Federal German Ministry for Economic Cooperation and Development (BMZ)
DATES	Up to 240 working days over the period of October to December 2022 (Phase 1) and from January to March 2023 (Phase 2)
LOCATION	Remote and in-country Travel to 4 countries, including Burkina Faso, Chad, Mauretania and Niger.
SUPERVISION	The consultant will report directly to the director of the Africa Program and BORDA HQ

BACKGROUND

The Bremen Overseas Research & Development Association (BORDA e.V.) is an expert-NGO specialising in sanitation. For 45 years, our award-winning solutions empower people and set new standards in 25+ countries.

In West Africa, BORDA has been active in Mali since 2015. Following expressions of interest and demand in Burkina Faso, Chad, Mauritania, and Niger, BORDA now wants to prepare a wider sanitation-centred programme. Hence, a regional project in the Sahel countries with the goal of improving basic sanitation, shaping liveable and inclusive cities, and initiating circular economy is planned for 2024.

SCOPE & OBJECTIVES

The aim of the project preparation (2022-2023) is to identify the needs and possible added value of decentralised municipal sanitation services for the target countries mentioned. This is done in line with BMZ's water strategy and the climate and sustainability goals of German development cooperation. The findings will allow the development of a sustainable programme framework that is tailored to the context.

Geographical focus

Local needs in **4 cities** (1 in each country) shall be identified through interviews and other participatory procedures. The consultant shall identify possible cooperation partnerships with interdisciplinary actors from the water, sanitation, and agriculture sectors.

Sector reports

The consultants are responsible for collecting and analysing information on all relevant sectors (water, sanitation, waste, agriculture) in the respective countries.

Stakeholder Maps and involvement

Various sector stakeholders shall be identified and engaged with via workshops, focus group discussions, etc. to enable a selection of collaboration partners and enable data collection.

Needs assessment

In order to ensure the sustainable success of the project, it is necessary to ascertain in advance which infrastructural and socio-economic systems prevail in the sanitation and water sector as well as in agriculture, and which synergies between sectors would be possible to establish circular economy models. The needs assessments allow for sensitive, adapted project planning in which measures are integrated into existing structures, coincide with local demand and thus ensure acceptance among the population. They are based on quantitative and qualitative surveys that identify stakeholders and elaborate the wishes and recommendations of the target groups.

KEY TASKS

1. Sanitation sector reports for 4 countries
2. Stakeholder engagement and mapping
3. Data Analysis
4. Needs assessments
5. Mapping of possible project intervention areas (sites)

REMOTE & ON-SITE WORK

The tasks are divided into desk research for preparation and follow-ups, and on-site stays for field research and exchange. The order of the respective on-site stays will be agreed upon.

The following list is a preliminary set of tasks.

REMOTE WORK - Desk Research

- Complete desk research of sanitation sector and circular economy (in the wastewater and waste sector) in relevant countries, outlining their core competencies, current systems (infrastructure), and levels of service delivery regarding sanitation, waste, and water supply, incl. locations, a brief history and leadership, current stakeholders.
- Mapping of the Sanitation Service Chain
- Produce SWOT analysis for key stakeholders. Note whether stakeholders have women in leadership positions, and the male: female ratio of their employees.
- Prepare final reports of key findings, one report per country.
- Additional preference for ability to convert findings into a GIS mapping of locations or similar database

ON-SITE WORK - Field Research (includes travel to Burkina Faso, Chad, Mauritania, and Niger)

- Conduct in-country interviews to map additional stakeholders (i.e., pit emptiers, associations, civil society, line ministries, water and wastewater utilities, composting facilities).
- Identify and map current sanitation systems (Landfills, sewer infrastructure, wastewater treatment plants, water purification plants, etc.)
- Analyse current national and municipal Development Plans
- Institutional responsibilities along the sanitation stakeholders
- Present a shortlist of key sanitation sector stakeholders, to be considered for further evaluation through interviews and in-person site visits.
- Conduct 'deep dive' interviews and research on shortlisted stakeholders to understand capacity and needs of the sector, relationships, prices, available funding, politics, processes, cultural acceptance, responsibilities
- Travel to or staff deployment within the 4 countries for in-depth, in-person research and interviews.
- Travel to potential partners in-country to understand operations and capacity and engage regarding potential working relationships.
- Liaise with potential partner(s) to organize in-person visits.

OUTPUTS & INDICATORS

The table below shows obligatory outputs and indicators.

Activities Project preparation (PV)		
The results of needs and capacity analyses at the municipal level in 4 cities with a focus on decentralized, circular sanitation services and concepts form the basis for a full proposal.		
Output Project Preparation (PV)	Success indicators incl. input value (EW), target value (ZW)	Sources of verifiability
<p>Output PV 1: Sector reports Sector reports provide an overview of the technical and socio-political contexts of the respective city</p> <p>Output PV 2: Needs analyses Needs assessments show requirements for the development and improvement of sanitation services</p> <p>Output PV 3: Awareness-raising, stakeholder involvement The actors are sensitized and empowered through the participatory development and definition of needs (ownership). Potentials for circular decentralized sanitation have been worked out in workshops.</p> <p>Output PV 4: Selection of implementation sites Sites for the implementation of pilot plants have been selected with those responsible and secured institutionally and politically.</p> <p>Output PV 5: Feasibility studies Based on the reports, analyses and site selection, feasibility studies are prepared, which form the basis for the full project application.</p>	<p>Sector reports, stakeholder maps, SWOT analysis for 4 cities Phase 1 Burkina Faso: 0/1, Chad: 0/1 Phase 2 Mauritania: 0/1, Niger: 0/1,</p> <p>4 Needs assessments are prepared in a participatory manner. Phase 1 Burkina Faso: 0/1, Chad: 0/1 Phase 2 Mauritania: 0/1, Niger: 0/1,</p> <p>100 stakeholders are consulted for the preparation of the needs assessments and confirm a concerted awareness of transformation needs Phase 1 Burkina Faso: 0/1, Chad: 0/1 Phase 2 Mauritania: 0/1, Niger: 0/1,</p> <p>4 locations are selected according to jointly developed location criteria Phase 1 Burkina Faso: 0/1, Chad: 0/1 Phase 2 Mauritania: 0/1, Niger: 0/1,</p> <p>Feasibility studies are available for 4 sites Phase 1 Burkina Faso: 0/1, Chad: 0/1 Phase 2 Mauritania: 0/1, Niger: 0/1,</p>	<p>Internal project documentation, reports, interviews, lists of participants, bibliography, results of surveys</p> <p>Internal project documentation, reports, analyses, lists of participants</p> <p>Lists of participants, survey results, requests/invitations from institutions</p> <p>Lists of participants, MoUs, land titles (land register excerpts), land use plans</p> <p>Studies (summary reports and analyses, concept proposal for circular sanitation, options of infrastructure and operator models), lists of participants, correspondence, interviews, MoUs with city and local governments</p>

QUALIFICATIONS OF THE CONSULTANT

The consultancy is available to individual consultants, consultant consortia and consulting firms.

Applications by consulting firms strictly need to be supported by individual CVs,

Individual requirements

- proven academic and professional experience in the fields of urban water and sanitation, waste management, urban development, regulatory frameworks
- professional experience with the implementation of water and sanitation infrastructure projects in developing countries
- professional experience with the development or implementation of institutional management structures for water and sanitation infrastructure in developing / transition countries desirable
- professional working experience in target countries
- proven track record in stakeholder engagement and with advisory services
- Familiarity with current trends in sanitation, BMZ's water strategies and linkages to Agenda 2030/SDGs and Climate Change
- Oral and written fluency in French
- Oral and written fluency in English or German
- In depth knowledge of BMZ funding guidelines
- Consultant consortia: The Inclusion of a national consultant in the consultant team is mandatory per country

BUDGET

The total available time budget for the proposed assignment is estimated at a maximum of **60** man-days over the period October to December 2022, per country. Similar man-days are foreseen for Phase 2.

- Envisioned distribution of time: 20 d preparation/desk study, 20d on site, 20d analysis and reporting
- If desirable, consultants may suggest to modify the order of suggested countries for Phase 1 and 2, respectively.

However, due to pre-set funding conditions by BMZ, it is non-negotiable to differentiate the activities - and available budgets - into 2 distinct phases (Phase 1 2022; Phase 2 2023).

TIMELINE & EXPECTED DELIVERABLES

Specific coordination loops, presentation of interim results, as well as deadlines for draft and final deliverables will be determined by BORDA and the winning applicant during the start-up phase of this work.

Description	Date
Project Start Phase 1	October 2022
Desk study: Preparation, contact elaboration, sector report draft	Oct-Nov 2022
On-Site Data collection, stakeholder engagement and consultations	November 2022
Submit drafts for stakeholder analyses, needs assessments and sector reports	1. December 2022
Final analyses, assessments and sector reports	31 December 2022
Project Start Phase 2	
Desk study: Preparation, contact elaboration, sector report draft	January 2023
On-Site Data collection, stakeholder engagement and consultations	February April 2023
Submit drafts for stakeholder analyses and sector reports	1. May 2023
Final analyses, assessments and sector reports	31 May 2023

APPLICATION PROCEDURE

Based on the ToR, interested consultants must provide the following documents:

- Proposal including work programme (max 5 pages)
- CV (CVs) showing compliance with the required qualifications
- Financial offer including detailed budget and individual daily fees;
- The offer will be evaluated by using the best value for money approach (combined scoring method).

Deadline for application: **5th October 2022, 2pm local time (CEST)**

Only **electronically sent offers** are accepted

CONTACT AND PROGRAMME ADMINISTRATION

The contract will be administered by BORDA.

Interested parties should send applications to:

Mr. Alex Wolf (Regional Coordinator, West Africa): wolf@borda.org

Mr. Alex Miller (Regional Director Africa program), cc: miller@borda.org

For further Information, please visit: www.borda.org