

**THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF FINANCE**



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Kivukoni Front/Ohio Street,  
P. O. Box 8327,  
Dar es Salaam,  
Tanzania.



**MILLENNIUM CHALLENGE ACCOUNT – TANZANIA**

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**SPECIFIC PROCUREMENT NOTICE**

**REFERENCE: MCAT/COM/E9-164**

**INVITATION FOR EXPRESSION OF INTEREST FOR THE PROVISION OF  
INDIVIDUAL CONSULTANCY SERVICES FOR THE FACILITATION OF  
STAKEHOLDERS' WORKSHOP**

1. The Government of the United States of America acting through the Millennium Challenge Corporation (“MCC”) and the Government of Tanzania (the “Government”) have entered into a Millennium Challenge Compact (the Compact”) for Millennium Challenge Account assistance to help facilitate poverty reduction through economic growth in Tanzania in the amount of Six Hundred Ninety-Eight million, one hundred thirty-six thousand USD (“MCC funding”). The Millennium Challenge Account-Tanzania (“MCA-Tanzania”) on behalf of the Government intends to apply a portion of the proceeds of MCC funding to eligible payments under this contract. Payments by MCA- Tanzania will be subject, in all respects, to the terms and conditions, including restrictions on the use of MCC funding of the Compact. No party other than the Government and MCA-Tanzania shall derive any rights from the Compact or have any claim to the proceeds of MCC funding.
2. The five-year Compact aims at reducing poverty through the implementation of a program consisting of three projects, each containing a number of activities and sub activities namely:
  - i. **The Transport sector Project** consists of four distinct activities, the Mainland Trunk Roads Activity, the Zanzibar Rural Roads Activity, the Road Maintenance Activity and the Mafia Island Airport Activity.
  - ii. **The Energy Sector Project** consists of three distinct activities, the Zanzibar Interconnector Activity, the Malagarasi Hydropower and Kigoma Distribution Activity, and the Distribution Systems Rehabilitation and Extension Activity.
  - iii. **The Water Sector Project** consists of three distinct activities, the Lower Ruvu Plant Expansion Activity, the Non-Revenue Water Activity, and the Morogoro Water Supply Activity

For more details on MCA-T and its organization structure may be found, at [www.mca-t.go.tz](http://www.mca-t.go.tz) and for more details on the MCC, please see [www.mcc.gov](http://www.mcc.gov).

3. Now that most of the construction activities under the Compact are in progress and some have been accomplished, it is appropriate to reflect on the progress, successes, challenges and lessons learned. There are implementation approaches, methods, and

procedures that have worked well, while others did not. Similarly, stakeholders have encountered varying degrees of success and challenges. It is therefore imperative that MCA-T takes a stock on 'what worked' and 'what did not work', 'why', and what should future Compacts consider so as to ensure effective implementation. It is a learning process of the past 48 months of the Tanzania Compact implementation.

4. The purpose of the review workshop is to assess the status of implementation of the Compact and the progress to date. The workshop will assess the mechanisms put in place for implementation of Compact; institutional and strategic arrangements used; progress of implementation so far; identify significant gaps and provide lessons learned. It will build on existing MCA-T progress reports and other MCA-T related assessments that have been carried out so far such as documentation of success stories.
5. The overall objective of this consultancy assignment is to facilitate the stakeholders' workshop. The Facilitator will play a number of roles as summarized in the following phases and tasks:

*Phase I: Preparation*

- a. Familiarize with MCA-T by reviewing key documents and discussing with the MCA-T;
- b. Provide a detailed proposal of the approach and methodology of conducting the workshop, including the hosting and logistical arrangements (workshop venue, equipment/materials (e.g. laptop computers, LCD projectors, ), and meet all the workshop logistical costs;
- c. Prepare workshop materials; and
- d. Coordinate with and guide all presenters on the timing and scope of their presentations.

*Phase II: Facilitate the workshop*

- a. Engage participants in critical reflection and discussion;
- b. Document proceedings; and
- c. Guide Evaluation of workshop.

*Phase III: Compile a detailed report of the workshop*

- a. Compile a draft detailed workshop report to be reviewed by MCA-T and MCC; and
  - b. Prepare a final report.
6. The Consultancy comprises a period of thirty one (31) man-days required by the facilitator for preparatory work, facilitation and preparation of workshop proceedings.
  7. This Invitation for Proposals follows the General Procurement Notice Number 17 that appeared on the dgMarket, UNDB Online and on the MCA Entity website [www.mca-t.go.tz](http://www.mca-t.go.tz) and printed in the local newspapers, The Daily News and The Guardian on 5<sup>th</sup> and 8<sup>th</sup> October, 2012.
  8. MCA- T now invites **Individual Consultants** to provide their CVs and a covering letter expressing their interest in providing these Consulting Services. This is open to all eligible Individual Consultants who wish to respond.
  9. Any Individual Consultant requiring a copy of the draft contract and Terms of Reference (ToR), should request it via email to the MCA-T - Procurement Agent:

Email: [mca-tprocurement@crownagents.co.tz](mailto:mca-tprocurement@crownagents.co.tz) and copied to the MCA-T Procurement Director, Marieth S Ngaida at [mngaida@mca-t.go.tz](mailto:mngaida@mca-t.go.tz). Alternatively, the draft contract and Terms of Reference can be downloaded directly from the MCA-T website at [www.mca-t.go.tz](http://www.mca-t.go.tz).

10. A Consultant will be selected under the Individual Consultant procedures and evaluation procedures, as per “MCC Program Procurement Guidelines” which are provided on the MCC website [www.mcc.gov](http://www.mcc.gov).
11. The following are the facilitator’s minimum qualifications and experiences required:
  - a). A minimum of M.Sc. degree in any relevant field e.g. Social Sciences or Engineering;
  - b). Demonstrated experiences in facilitating large, participatory and highly interactive stakeholders’ workshop;
  - c). Experience in compiling stakeholder’s workshop reports;
  - d). Fluency in English language; and
  - e). Candidates with a formal qualification in facilitating seminars or workshops will have an added advantage.
12. Individual Consultants interested in this assignment, should send their CV, (complete with at least three (3) current references with the referees contact details, such as email, telephone number and fax number), with a covering letter, **that includes the Consultant’s earliest availability date in case of selection**, addressed to the MCA-Procurement Agent: Email: [mca-tprocurement@crownagents.co.tz](mailto:mca-tprocurement@crownagents.co.tz) with a copy to

**Marieth Ngaida**  
Procurement Director  
Millennium Challenge Account-Tanzania,  
Room 401, Development House,  
Kivukoni Front/Ohio Street,  
Dar es Salaam, Tanzania.  
[mngaida@mca-t.go.tz](mailto:mngaida@mca-t.go.tz)

**Note that the covering letter must not provide any costings for undertaking this work.**

Only the selected Individual Consultant shall be asked to submit a costed proposal for negotiation, after the CVs have been reviewed and if required, interviews held.

The closing time for receipt of CVs is **December 6<sup>th</sup> 2012, at 16.00 hours**, local time in Tanzania. CVs received after this time and date shall not be considered.

**Paschal Assey**  
For Chief Executive Officer,  
Millennium Challenge Account-Tanzania,  
Development House,  
Kivukoni Front/Ohio Street,  
Dar es Salaam, Tanzania