

UNIVERSITY OF DAR ES SALAAM



TANZANIA HIGHER EDUCATION FOR ECONOMIC TRANSFORMATION (HEET) PROJECT (P166415)

**TERMS OF REFERENCE
FOR
PROVISION OF CONSULTANCY SERVICES FOR UNDERTAKING
ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT (ESIA) FOR
VARIOUS CONSTRUCTION ACTIVITIES AT THE UNIVERSITY OF
DAR ES SALAAM'S CAMPUSES.**

OCTOBER 2022

Table of Contents

1.0	BACKGROUND INFORMATION.....	3
2.0	OBJECTIVE OF THE ASSIGNMENT	4
2.1	General Objective.....	4
2.2	Specific Objectives.....	5
3.0	GUIDING LEGAL FRAMEWORK FOR ESIA	5
4.0	SCOPE OF THE WORK	6
5.0	DUTIES AND RESPONSIBILITIES OF THE CLIENT	11
6.0	IMPLEMENTATION SCHEDULE FOR CONDUCTING ESIA STUDY	12
7.0	ESTIMATED TIME OF KEY INPUT BY STAFF PERSONNEL	12
8.0	CONSULTANT REPORTING OBLIGATION	14
9.0	QUALIFICATIONS EXPERIENCE, ROLES AND RESPONSIBILITIES OF THE CONSULTING FIRM	15
9.1.	Team Leader	15
9.2.	Environmental Engineer	16
9.5.	Communication and Reporting Requirement	16
10.0	PAYMENT	17

List of Tables

Table 1:	ESIA study Implementation Schedule of Deliverables	12
Table 2:	Proposed Person-days	13
Table 3:	Reporting Format.....	15
Table 4:	Payment Schedule	17

1.0 BACKGROUND INFORMATION

The University of Dar es Salaam (UDSM) has received financial support from the World Bank (WB) through the Ministry of Education, Science and Technology (MoEST) under the project named Higher Education for Economic Transformation (HEET) (P166415). The Project Development Objective (PDO) of the HEET Project is to strengthen the learning environment and labour market alignment of priority programmes at beneficiary higher education institutions and improve the management of the higher education system.

Infrastructure development is among the activities that will be implemented under the HEET project. However, before undertaking these activities, The Bank will require Borrowers to conduct an environmental and social assessment of projects proposed for Bank support in accordance with the Environmental and Social Framework with Environmental and Social Standards.

It should be noted further that according to the Environmental Management Act of 2004 of Tanzania, before undertaking these activities project developers are required to carry out an Environmental and Social Impact Assessment (ESIA) before project implementation. In addition, environmental clearance should also be obtained through an Environmental Audit (EA). It should be noted that the Environmental Assessment and Audit Regulations of 2005 guide the EIA process and administration in Tanzania. The Regulations mandate the National Environmental Management Council (NEMC) to oversee the EIA and EA process toward awarding an Environmental Certificate/Permit (EP).

In the process of implementing the project, the Consultants will conduct Environmental and Social Impact Assessment Studies in compliance with the existing Environmental regulations and other regulations of the Country. The study will be an integrated approach, and it will cover:

- i. Screening and scoping;
- ii. Impact prediction of the project;
- iii. Suggestion of mitigation measures;
- iv. Prepare an Environmental and Social Management Plan (ESMP); and
- v. Prepare Health and Safety Management Plan (HSPM).

The Terms of Reference (ToRs) are hereby provided to guide the Consultants in conducting ESIA Study, developing an Environmental and Social Management Plan (ESMP) and Health and Safety Management Plan (HSMP) for the proposed activities, preparing and submitting the ESIA report to NEMC and World Bank.

2.0 OBJECTIVE OF THE ASSIGNMENT

2.1 General Objective

To conduct the Environmental and Social Impact Assessment (ESIA) studies for the proposed construction of buildings at UDSM Campuses, grouped into two Lots as follows:

LOT 1: DAR ES SALAAM SITES

(i) Mwalimu Julius Nyerere Mlimani (MJNM) campus sites

- (a) Renovation of the College of Engineering and Technology (CoET) Buildings – blocks Q, S, O and L (accommodating classrooms, laboratories, workshops and offices)
- (b) Construction of two buildings (4,730 m²) – one for workshops and laboratories and the other for a design studio, lecture rooms and lecture theatres at CoET
- (c) Construction of a building (2,850 m²) for the Innovation Centre
- (d) Construction of a building (1,230 m²) for gender and special needs services
- (e) Construction of a hostel (520 m²) for postgraduate students for the University of Dar es Salaam School of Economics (UDSoEC)
- (f) Construction of a hostel (1,500 m²) for female students

(ii) Kijitonyama site

- (a) Construction of an ICT teaching complex building (1,655 m²) for workshops, advanced laboratories, multimedia studio and lecture theatre

(iii) Kunduchi site

- (a) Construction of lecture theatres and Fisheries and Aquatic Sciences laboratory building (755 m²) at SoAF Kunduchi campus

LOT 2: OUT OF DAR ES SALAAM CAMPUS SITES

(i) Zanzibar site

- (a) Construction of hostel building (750 m²) at IMS, Buyu-Zanzibar
- (b) Completing construction of Phase II building for lecture rooms, conference hall and staff offices (6,350 m²)

(ii) Ngongo site, Lindi Municipality

- (a) Construction of administration block (1,080 m²)
- (b) Construction of lecture rooms (365 m²) for undergraduate students type 1 block – 6 rooms @ 60 students with 360 students total capacity
- (c) Construction of one laboratory and workshop block (990 m²)
- (d) Construction of one undergraduate students' hostel block (745 m²) with 512 students' capacity
- (e) Construction of students cafeteria block (1,010 m²)
- (f) Construction of dispensary
- (g) Construction of related infrastructure facilities (including roads, external fence, water distribution network, sewage network, power distribution network, fibre optic network, etc.)

(iii) Likunja site, Ruangwa District:

- (a) Construction of seminar/ lecture rooms and office building (100 m²) with a capacity of 50 students and 4 staff offices, respectively
- (b) Construction of hostel (375m²) of about 25 rooms each with a capacity of accommodating 4 students
- (c) Construction of mini cafeteria (150m²)

The purpose of the ESIA study is to foresee the cumulative environmental and social effects of the proposed project activities before their actual implementation. The study, therefore, shall address the social, economic and environmental issues associated with the project activities. The study will also provide a relevant Environmental and Social Management Plan (ESMP) as well as Health and Safety Management Plan (HSMP) in order to prevent or minimize adverse impacts and devise how they can be incorporated into project design and implementation plans, identify organizational capacity and competence needed and monitor the plan's effectiveness.

2.2 Specific Objectives

The specific objectives of the assignment are as follows:

- i. To carry out environmental screening and scoping study in order to identify social and environmental issues in the project site and nearby environment;
- ii. To identify, analyse and assess the environmental and social impacts of the proposed construction project;
- iii. To describe the pertinent regulations and standards governing; environmental quality, health and safety, protection of sensitive areas, protection of endangered species and land use control at international, national, regional and local levels;
- iv. To recommend cost-effective measures for minimizing or eliminating adverse impacts of the proposed construction, operation and maintenance of the project; and
- v. To prepare an Environmental and Social Management Plan and Health and Safety Management Plan for the construction, operation and maintenance phases of the Project.

3.0 GUIDING LEGAL FRAMEWORK FOR ESIA

The main objective of the consultancy services is to prepare ESIA and develop the Environmental and Social Management Plan (ESMP) as well as the Health and Safety Management Plan (HSMP) for the proposed construction activities in various campuses of the University of Dar es Salaam.

The ESIA should comply with the environmental regulations of Tanzania as per the provisions of the Environmental Management (Environmental Impact Assessment and Audit) Act No. 20 of 2004 and (Amendment) Regulations of 2018. In addition, the ESIA study must comply with the World Bank Environmental and Social Framework (ESF) with Environmental and Social Standards (ESSs), as stipulated in the Environmental and Social Management Framework (ESMF) for the HEET project.

UDSM intends to engage an ESIA Consultant to assess the impact on social and the environment that might be caused by the projects during construction and, after construction thereafter, recommend mitigations measures to prevent or minimize adverse impacts as well as developing ESMP and HSMP whose recommendations will be used to inform the design of the proposed activities/ work.

4.0 SCOPE OF THE WORK

The Consultant shall carry out the consultancy in accordance with this ToR, including the applicable National Legislations as well as World Bank Environmental and Social Frameworks requirements.

Therefore, the ESIA and development of ESMP, HSMP and other relevant tools will be in line with the requirements of:

- i. The Environmental Management Act Cap 191 of 2004
- ii. The Lands Act (1999) and Village Land Acts (1999);
- iii. Occupational Health and Safety Act (2003);
- iv. HIV and AIDS (Prevention and Control) Act No. 28/08 (2008);
- v. The World Bank Environmental and Social Framework - Environmental and Social Standards (ESS) for the HEET as stipulated in the Environmental and Social Framework (ESF) and other guiding tools such as Environmental and Social Management Framework (ESMF), Resettlement Plan Framework (RPF) and Stakeholder Engagement Plan (SEP);
- vi. ESIA and Audit Amended Regulations of 2018;
- vii. The HEET Environmental and Social Management Framework (HESMF);
- viii. The HEET Stakeholders Engagement Plan (2021);
- ix. Employment and Labour Relations Act, 2004;
- x. Urban Planning Act, 2007
- xi. Engineers Registration Act and its Amendments 1997 and 2007;
- xii. Contractors Registration Act, 1997;
- xiii. Architects and Quantity Surveyors Registration Act, 1997;
- xiv. Public Health Act, 2009;
- xv. Fire and Rescue Act, 2007;
- xvi. The Workers Compensation Act No. 20 of 2008; and
- xvii. Mining Act, 2010

Task 1: Registration, Preparation of the Project Brief and scoping

- i. The Consultant shall prepare a Project Brief and register as required by the National Environment Management Council (NEMC) on behalf of the client.
- ii. The Consultant shall determine the content and extent of the matters that should be covered in the environmental and social information submitted to Project Environment experts to ensure they abide by ToRs.

Task 2. Environmental and Social Impact Assessment

Task 2.1 Description of the Proposed Project/Project Background

The Consultant shall provide a brief description of the relevant parts of the project using maps of appropriate scale where necessary and include the following information:

- i. Project justification;
- ii. Project objectives;
- iii. Description of the location of the project;
- iv. General site layout, size, and capacity of buildings to be constructed;
- v. Area of influence of the Infrastructure works;
- vi. Preconstruction activities;
- vii. Construction activities;
- viii. Schedule of project activities;
- ix. Staffing and support;
- x. Facilities and services;
- xi. Operation and maintenance;
- xii. Activities to be executed;
- xiii. Building Life span; and
- xiv. Decommissioning

Task 2.2 Description of the Physical, Biological and Socio-economic and Cultural Environment of the project area

The Consultant shall gather, evaluate, and present baseline data on the relevant environmental characteristics of the proposed study area. These shall include information on any changes anticipated before the project commences, during project implementation and after ending the construction project. This information shall include:

- i. **Physical environment:** This shall cover geology; topography; soils; climate and meteorology; ambient air quality; surface and groundwater hydrology; noise level, existing sources of air emissions; existing water pollution discharges; and receiving water quality;
- ii. **Biological environment:** flora; fauna; rare or endangered species; ecologically important or sensitive habitats, including parks or reserves, significant natural sites; species of commercial importance; and species with the potential to become nuisances, vectors, or dangerous (of the project site and potential area of influence of the project);
- iii. **Socio-economic and cultural environment;** this shall include but not be limited to population, the status of land acquisition and suitability of the location; planned development activities, community structure; employment; distribution of income, goods and services; recreation; public health, gender-specific needs including special needs to the disadvantaged groups; the prevalence of HIV/AIDS, and cultural/historic properties;
- iv. **The Consultant shall also assess the project-related risks** and include in ESIA information on poverty levels in the intervened area, potential risks of labour influx (in terms of absorption capacity of external workers in the project

area and ratio of the influx of workers visa vis community members/resident of the project area, amount of works and difficulties to supervise.

Task 2.3 Legislative, ESF and Administration Framework

In undertaking ESIA, the consultant will be required to describe the pertinent regulations and standards governing environmental quality, health and safety, protection of sensitive areas, protection of endangered species and land use control at international, national, regional and local levels. In addition, the Consultant shall undertake a review of legislation and administrative framework within which the environmental management of the proposed construction of the projects will be carried out.

The World Bank Environmental and Social Standards described under the Environmental and Social Framework (ESF) relevant to this project and triggered by project undertakings/activities should be explained. Describe the triggered policies and the reason for being triggered.

Furthermore, the Consultant shall clearly describe the linkage between the functions of the relevant institutional or administrative frameworks in Tanzania and the proposed project undertakings. The Consultant shall assess the capacity of the project implementing entities on the management of environmental and social issues under the project. On the social side, the Consultant shall assess, among others, the institutional arrangements for dealing with child abuse protection and gender-based violence, the different stakeholders involved and their roles and responsibilities.

Task 2.4 Conduct Stakeholder Consultation

The consultant shall identify and carry out a series of consultation meetings. To ensure meaningful consultations, the consultant will be required to reach out to all the relevant stakeholders at national, regional, district and local levels (within the university communities and outside—surrounding communities as well as the communities using/surrounding the materials borrow sites). Stakeholders at national, regional and LGAs levels will include Government Agencies, local NGOs, affected groups and other interested parties in order to obtain their views regarding potential impacts expected from the proposed construction(s) activities and propose mitigation measures. The consultant shall incorporate the collected information in the ESIA report.

The consultant shall pay particular attention to the needs of various special groups, including the users (university students), disadvantaged groups such as people with disabilities, and expecting female students that may be affected by the proposed project.

On the GBV, the consultant will elicit the level of problem prevalence in order to come up with workable suggestions for mitigations. However, precaution should be taken not to search about personal past experiences of GBV; the focus should also be on gaining a general understanding of the experiences of women and girls in project locations, including well-being, health and safety concerns. In addition, the consultant should gather information on the existing GBV handling system within the University and parties involved, including organizations or agencies that attend survivors within the University or existing organizations outside the University that provide services to a person who

discloses GBV and is referred to them for assistance.

Regarding the Grievance Redress Mechanism (GRM), the consultant should solicit the existing GRM, including the nature and types of grievances, the procedures for filling grievances, parties involved in grievance handling, feedback provision to the complainant(s), grievances that will be potentially caused by construction related activities. Then, the consultant will suggest a grievance redress mechanism specifically for the project.

All consultations undertaken for this ESIA study /studies at all levels should be documented and presented in the Environmental Impact Statement (EIS), including the methodology used for those consultations. In addition, photographs, minutes of the conducted meetings, and names and signatures of consulted people shall be provided in the ESIA.

Task 2.5 Identification, Analysis and Assessment of Potential Impacts

The Consultant shall identify, analyse and assess the environmental and social impacts of the proposed and construction of buildings and operations in the University of Dar es Salaam premises. The Consultant shall distinguish between positive and negative impacts, direct and indirect impacts, and immediate and long-term impacts. In addition, identify impacts that are unavoidable or irreversible. Wherever possible, describe impacts quantitatively, in terms of environmental components affected (area, number), environmental and social costs and quality of available data, explaining significant information deficiencies and any uncertainties associated with the predicted impacts.

The significance of the impacts of the proposed construction of the projects shall be assessed, and the basis of this assessment shall be specified. The Consultant should take into consideration existing bylaws, national and international environmental standards, legislation, treaties, and conventions that may affect the significance of identified impacts. The Consultant shall use the most up-to-date data and methods of analysing and assessing environmental and social impacts. Uncertainties concerning any impact shall be indicated. Therefore, the consultant has to identify, assess and provide possible mitigation measures for potential negative environmental and social impacts of the project, and to provide guidance on environmental and social management.

In addition, to minimize the impact on the environment and for the project to be environmentally friendly, the Consultant has to propose green elements or features of building green design to be incorporated in the building design or construction and after the construction phases of the project. Furthermore, the Consultant shall analyse all occupational health and safety issues likely to arise due to the construction and operations of the proposed buildings.

Task 2.6 Social mitigation including Gender Based Violence (GBV) and Group Regularity Model (GRM)

The Consultant shall suggest cost-effective measures for minimizing or eliminating adverse impacts of the proposed construction and operation of the projects. The costs of implementing these measures shall, wherever possible, be estimated and presented. If compensation is recommended as one form of mitigation, the Consultant shall identify all the names and physical addresses of people to be compensated.

The proposed mitigation measures and cost estimates shall be grouped in separate Bills of Quantities (BOQ) for the projects and should also include the cost of supervision for implementing mitigation measures (if any).

Task 2.7 Environmental and Social Management Plan (ESMP)

The Environmental Management Plan focuses on three genetic areas: implementing mitigation measures, institutional strengthening and training, and monitoring. The Consultant shall prepare an Environmental and Social Management Plan, including a proposed work programme, budget estimates, schedules, staffing and training requirements and other necessary support services to implement the mitigation measures. Institutional arrangements required for implementing this management plan shall be indicated. The cost of monitoring and evaluation, including staffing, training and institutional arrangements, must be specified.

The Consultant shall prepare detailed arrangements to monitor the implementations of mitigating measures and the impacts of the projects during construction and operation. In addition, the Consultant shall include an estimate of capital and operating costs and a description of other required inputs in the plan.

In addition, the following should be included in the Environmental and Social Management Plan (ESMP):

- i. A brief description of mitigation measures for the identified impact with a timeline for its implementation, responsibilities for executing measures, indicators for measuring success and budgetary requirements;
- ii. Community health and safety plan;
- iii. Traffic management plan;
- iv. Labour management plan/procedure
- v. Construction camps management plan;
- vi. Construction waste and trash disposal plan; and
- vii. Community Safety Plan

Task 2.8 Health and Safety Management Plan (HSMP)

The Health and Safety Management Plan must demonstrate that the Contractor understands how to manage safety and is committed to providing a workplace that enables all work activities to be carried out safely. The Health and Safety Management Plan must detail reasonably practicable measures to eliminate or minimise risks to the health, safety and welfare of workers, contractors, visitors, and anyone else who may be affected by the operations. The Health and Safety Management Plan must be prepared in accordance with the World Bank Group EH&S Guidelines.

Provisions should be made to provide health and safety orientation training to all new employees to ensure they are apprised of the basic site rules of work at/on the site, personal protection, and preventing injury to fellow employees. Training should consist of basic hazard awareness, site-specific hazards, safe work practices, and emergency procedures for fire, evacuation, and natural disaster, as appropriate.

Visitors to worksites must be provided with a site induction prior to entering and must be escorted at all times while on site. This induction must include details of site

hazards, provision of necessary Protective Equipment (PPE) and emergency procedures. Visitors are not permitted to access areas where hazardous conditions or substances may be present unless appropriately inducted.

Personal PPE provides additional protection to workers exposed to workplace hazards in conjunction with other facility controls and safety systems. PPE is considered to be the last resort that is above and beyond the other facility controls and provides the worker with an extra level of personal protection. Recommended measures for the use of PPE in the workplace include active use of PPE if alternative technologies, work plans or procedures cannot eliminate, or sufficiently reduce, a hazard or exposure; identification and provision of appropriate PPE that offers adequate protection to the worker, co-workers, and occasional visitors, without incurring unnecessary inconvenience to the individual; proper maintenance of PPE, including cleaning when dirty and replacement when damaged or worn out. Proper use of PPE should be part of the recurrent training programs for Employees; and selection of PPE should be based on the hazard and risk ranking described earlier in this section and selected according to criteria on performance and testing established.

5.0 DUTIES AND RESPONSIBILITIES OF THE CLIENT

The University of Dar es Salaam shall be responsible for the following:

- i. To undertake procurement procedures in the selection of environmental Consultant for the ESIA Study;
- ii. To appoint the focal person for coordinating the ESIA study;
- iii. To introduce Consultant (s) to the project sites through the Directorate of Estates Services;
- iv. To provide relevant data or information required by the Consultant to facilitate the preparation of the ESIA Report;
- v. To monitor the timely delivery and the quality of services offered by the ESIA Consultant;
- vi. To attend the site verification when done by NEMC;
- vii. To review the scoping report and Environmental Impact Statement for improvement or comments before being submitted to NEMC;
- viii. To attend Technical Advisory Committee (TAC) on ESIA Report Evaluation;
- ix. Provide the relevant materials, which will include the relevant safeguards documents (Environmental and Social Management Framework, HEET Stakeholders Engagement Plan and The World Bank Environmental and Social Frameworks), project appraisal document, and other background information;
- x. Provide relevant background documentation and studies;
- xi. Make all necessary arrangements for facilitating the work of the Consultant and to provide access to Project sites, introducing the Consultant to relevant government authorities and other project stakeholders if a need arises;
- xii. Monitor the timely execution of the ESIA study by the ESIA Consultant; and
- xiii. Any other information to facilitate the consultant to carry out the assignment.

6.0 IMPLEMENTATION SCHEDULE FOR CONDUCTING ESIA STUDY

ESIA process and reporting will follow the provision of the Environmental Management Act of 2004 of Tanzania, the Environmental Impact Assessment and Audit Regulations of 2005 and the Environmental Management (Environmental Impact Assessment and Audit) (Amendment) Regulations of 2018 and the World Bank Environmental and Social Framework. The total duration of the ESIA studies will be three (3) months. The ESIA detailed implementation plan showing key activities to be conducted is presented in Table 1.

Table 1: ESIA study Implementation Schedule of Deliverables

S/N	Activities Planned	Time (Days)
1.	Signing date of Contract to carry out ESIA study	1 day
2.	Preparation of Registration Forms, Scoping Report and TOR for carrying out a detailed study	7 days
3.	Comments by Clients on the scoping report and filling the NEMC Registration Form	4 days
4.	Effecting comments from the Client	1 day
5.	Decision by NEMC	14 days
6.	Preparation & Submission of Draft ESIA Report to Client including ESMP and Detailed Monitoring Framework	21 days
7.	Comments by Client on the Draft of the ESIA report	3 days
8.	Effecting the comments from the Client	1 day
9.	Submission of Draft ESIA Report to NEMC and World Bank	1 day
10.	ESIA report Revision by NEMC (NEMC will also conduct site verification and organize Technical Advisor Committee to be attended by Consultant and Client).	21 days
11.	Revision of the Report (Addressing NEMC and TAC comments)	4 days
12.	Comments from Client	2 days
13.	Effecting comments from the Client and the World Bank	1 day
14.	Submission of final ESIA report to NEMC by the client including ESMP and detailed monitoring framework. The final report will also be submitted to the World Bank for clearance.	1 day
15.	Decision by the Minister	14 days
16.	Issue of Certificate	1 day

7.0 ESTIMATED TIME OF KEY INPUT BY STAFF PERSONNEL

The time input for Key staff is estimated to be 90 person days each for Lot 1 and Lot 2, respectively. However, the Consultant/s is expected to propose an optimum number of person-days. The desirable distribution of professional Person-Days is as proposed in Table 2.

Table 2: Proposed Person-days

S/N	Key Personnel staff (Positions)	No. of staff per Lot	Person-days per Lot
1.	Team Leader	1	40
2.	Environmental Engineer	1	30
3.	Sociologist/ Gender/GBV Specialist	1	20
TOTAL (days)			90

8.0 CONSULTANT REPORTING OBLIGATION

The Environmental and Social Impact Assessment (ESIA) reports should be concise and limited to significant environmental Issues. The main text should focus on findings, conclusions, and recommended actions supported by summaries of the data collected and citations for any references used in interpreting data. Detailed or un-interpreted data are not appropriate in the main text and should be presented in appendices or separate volumes.

Upon review and approval of the Scoping Report, NEMC will advise that the ESIA study be undertaken. The ESIA study will systematically investigate all impact areas as identified in the scoping report, documenting the current baseline environment, resource exploitation patterns and ecological pressure points. The report will include but not be limited to;

Reporting structure:

- i. A description of key components of the proposed project, the implementing agents, a brief history of the project and its justification;
- ii. Baseline Information; Baseline environmental information comprising physical, biological and socioeconomic conditions of the site to be assembled and evaluated;
- iii. A description of the pertinent legislation, regulations and standards, as well as relevant World Bank safeguards documents (Environmental and Social Management Framework, HEET Stakeholders Engagement Plan and The World Bank Environmental and Social Frameworks) applicable to the proposed project and the appropriate authority jurisdictions;
- iv. Identification of impacts related to project elements and an analysis of severity and duration of impacts;
- v. Prescription of mitigation measures and development of an environmental management plan to neutralize the effects of negative impacts;
- vi. Development of a monitoring plan to ensure that the proposed mitigation measures are implemented and the desired remediation effects achieved; and
- vii. Public consultation and documentation of stakeholder views.

It is mandatory for the ESIA study to undertake public consultation with all stakeholders in the project's area of influence. Therefore, the ESIA Consultant has to adhere to the format shown in Table 3.

Table 3: Reporting Format

S/N	TYPE OF REPORT	REPORT FORMAT	No. OF HARD COPIES PER SITE	SOFT COPIES
1	Project Brief/Screening	i. A4 (MS word/Excel)	3	1
2	Scoping Report	i. A4 (MS Word/Excel) ii. A3 3D Technical Drawings	3	1
3	Draft Environmental and Social Impact Statement (EIS)	i. A4 (MS Word/Excel) ii. A3 3D Technical Drawings	17	1
4	Final Environmental and Social Impact Assessment Report after incorporating WB and NEMC comments	i. A4 (MS Word/Excel) ii. A3 3D Technical Drawings	3	1

9.0 QUALIFICATIONS EXPERIENCE, ROLES AND RESPONSIBILITIES OF THE CONSULTING FIRM

The firm should be registered with NEMC and/or other professional board as Environmental expert and should have at least ten (10) years' experience in conducting EIA/EA/ESIA studies. The firm must have undertaken at least three (3) Environmental Impact Assessment as assignment in the last five (5) years and above. The firm should produce as evidence at least three sample reports accepted by NEMC related to the construction of buildings. Key staff will not be evaluated at shortlisting stage.

At the time of proposal submission, the firm' proposal shall comprise at least the following key personnel with the specialization and experience indicated below:

9.1. Team Leader

The Team Leader shall have a minimum of Master Degree in Environmental science, environmental engineer, and environmental management, Natural Resources Management or environmental related field and with at least five (5) years of practical working experience in undertaking ESIA studies in building works or other related projects. In addition, the team leader must be familiar with the Tanzania Government Environmental laws and regulations, and the World Bank relevant safeguards documents (Environmental and Social Management Framework, HEET

Stakeholders Engagement Plan and The World Bank Environmental and Social Frameworks) and procedures. He/she should have demonstrated experience in elaboration of ESIA studies and Environment and Social Management Plans (ESMP) on at least four (4) projects of similar magnitude and complexity in the past ten years, in the donor financed projects, in developing countries. The Team Leader must have excellent communication skills, fluent in written and spoken English and should be certified with NEMC, holding a valid EIA/EA/ESIA practicing certificate issued by NEMC. The team leader must present the evidence of ESIA studies undertaken or on going and his contribution or his/her role in the respective projects.

9.2. Environmental Engineer

The Environmental Engineer must possess a minimum of Bachelor degree in Environmental Engineering or related discipline with at least three (3) years of practical working experience in undertaking ESIA studies in Building works. The Environmental Engineer must have excellent communication skills, fluent in written and spoken English and should be certified with NEMC holding a valid EIA/EA/ESIA Practicing certificate issued by NEMC.

9.3. Sociologist and Gender/GBV Specialist

A holder of Master's degree on development, sociology, Community Development and any other relevant social science; He/she shall have at least five (5) years of relevant practical working experience in undertaking social economic assessment to inform ESIA and supervising social safeguards and community engagement in building construction works. He/she shall have relevant work experience on GBV prevention, mitigation and/or response and a good understanding of all areas; He/she shall have experience in facilitating community/stakeholders engagement and consultations. Familiarity with World Bank Environmental and Social Standards is a necessity. He/She must produce as evidence at least two sample reports related to construction of buildings which he/she was part of and was accepted by NEMC. The Sociologist must have excellent communication skills, fluent in written and spoken English.

Social and Gender expert's responsibilities includes but not limited to;

- a) Identification of potential social economic and cultural impacts
- b) Providing a stronger assessment of discrimination towards individuals or groups based on age, gender, disability, religion, sexual orientation and gender identity
- c) Identify and assess various ways of stakeholders and engagement processes, provide recommendation on how to adjust stakeholder engagement to allow effective participation during the project implementation.
- d) Identify GRM systems and functionalisms and propose measures to ensure that people are not disadvantaged in terms of benefit sharing and impact burden

9.5. Communication and Reporting Requirement

All official communications regarding the project work shall be addressed to the Vice Chancellor. However, the Environmental and Social Safeguards Specialist at PIU shall coordinate the consultancy and will be the contact persons for day to day running of the assignment.

10.0 PAYMENT

The consultant/s shall indicate the costs of each activity when submitting their financial proposal. Payments to the consultant/s shall be based on milestones. The payment shall be effected after submission of the report showing the achievement of deliverables agreed in work plan and payment schedule. All payments will be done as proposed in Table 4.

Table 4: Payment Schedule

S/N	Requirement	Payment (% of the Contract price excluding VAT)
1.	Direct cost (Approved reimbursable)	Lump sum
2.	Project Registration and submission of Scoping Report. As part of the deliverable a NEMC stamped ToRs for conducting detailed ESIA study should be submitted by Consultant to Client.	30%
3.	Draft Environmental and Social Impact Statement (EIS)	40%
4.	Final ESIA Report incorporating WB and NEMC comments. Final payments shall be made after receipt of the EIA clearance certificate issued by NEMC and clearance of the report by the WB.	30%