

**TERMS OF REFERENCE**

**Short-term consultant services/ consultancy services for conducting feasibility study of village decentralized sewage/ wastewater treatment system. (re-announcement)**

**BACKGROUND**

The Public Organization ‘Mountain Societies Development Support Programme (MSDSP)’, a project of the Aga Khan Foundation (AKF) in the Republic of Tajikistan is a leading rural development organization working in four regions of Tajikistan covering over 1,600 villages. MSDSP is supported by numerous donor organizations to undertake multi-input area development activities that contribute to improvement of quality of life in rural Tajikistan by fostering: i) effective participatory governance through civil society institutional development, ii) sustainable agricultural intensification and land management, and iii) improved and expanded public services, and iv) private services for socio-economic and environmental development.

**PROJECT BACKGROUND**

Safe Drinking Water and Sanitation Management Project in Tajikistan (Phase II) is a four-year (2022-2026) project, funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by the Aga Khan Development Network (AKDN) Drinking Water Supply and Sanitation Consortium.

The intended impact of the project is strengthening of health and resilience of targeted communities through provision of safely managed, sustainable and climate resilient drinking water and sanitation services and through improved sanitary conditions.

As part of the project outcome # 1 - “People in the target areas have access to and make use of sustainable, safely managed drinking water services and sanitation facilities” water supply systems and different sanitation facilities will be constructed in the target districts of GBAO and Khatlon regions including piloting village decentralized sewerage/ wastewater treatment systems.

Based on the experience of phase – I, it was obvious that with the construction of water supply systems with the private connections in the project target villages, households started connecting piped water to existing or newly built kitchens, bathrooms, flush toilets, washing machines, etc. As a result, the volume of wastewater was increased significantly at the household level. Households individually construct soak pits, which are normally called septic tank within the communities. These traditional wastewater management facilities do not comply with wastewater treatment standards and create great risk to health as well as the environment. Taking this into account the wastewater management is becoming more challenging in the rural area.

To tackle this issue, piloting of village decentralized sewage/ wastewater treatment system is considered in project Phase – II. One or two decentralized sewage /wastewater treatment systems will be constructed in the selected villages of Khatlon and or GBAO regions, which will include villages sewage network and decentralized wastewater treatment unit.

In this regard, MSDSP is intending to involve an experienced consultant/ consulting firm to conduct a feasibility study for the two selected sites (villages) in Khatlon and GBAO. The piloting of village decentralized sewage/ wastewater treatment systems in both regions will depend on the results of the feasibility study.



**PURPOSE OF THE ASSIGNMENT**

The Consultant/ Consulting firm will be required to carry out a feasibility study for piloting of village decentralized sewage/ wastewater treatment systems for the selected sites (villages) in Eastern Khatlon and/or GBAO districts. The potential villages will be identified by the MSDSP project team in advance. The feasibility study will include field work, meeting with the relevant stakeholders, draft report preparation, preliminary field work findings and presentation to MSDSP as well as final report preparation. In addition, the report should also include a preliminary cost estimation of the proposed village decentralized sewage/ wastewater treatment system as well as the system’s life cycle costing. The Consultant/ Consulting firm should also explore options of segregation of greywaters in sewer as well as in the wastewater treatment systems. The feasibility study report should cover socio-economic, technical, financial aspects as well as the future system’s ownership and operation and maintenance aspect of the proposed system.

The MSDSP project technical team will provide continuous support to the Consultant/ Consulting firm during the assignment in GBAO as well as in Khatlon regions.



**SCOPE OF WORK**

The scope of the work will include the following main activities, but will not be limited to:

* Meeting the project team, discussing and understanding the scope of the work.
* Studying the relevant primary existing data on sewage and wastewater treatment system as well as preparing for the site visit.
* Analysing the preselected potential sites with the project team and select the sites for further feasibility studies.
* Visiting the project sites in Khatlon and GBAO with the project team, meeting the relevant members of established district Technical Working Groups (TWG), the head of the relevant jamoats and villages
* Conduct a preliminary walk through the site, meet the community, brief about the initiative, and get the community feedback.
* Conduct a detail site technical assessment, including identifying the location of wastewater treatment unit, village main and distribution sewage lines, and mark on the map.
* Consider different option and possibilities while assessing the sites, like segregation of grey water, constructing two or more wastewater treatment unit depending on the terrain and village households’ density, etc.
* Conduct a socio-economic study aspect of the feasibility study.
* The site assessment should cover all data required for comprehensive feasibility study report development, including cost estimation, site plan as well as operation & maintenance (O&M) and life cycle costing aspects.
* Preparing and providing a presentation on field assessment findings.
* Developing a draft feasibility study report including cost estimation and site plan
* Developing final report.

**DELIVERABES AND SCHEDULE**

The feasibility study deliverables will include:

1. Draft report preparation and submission (including rough cost estimation)
2. Final report preparation consisting of:
   1. Detailed report
   2. Technical drawings/sketches and cost estimations (including village sewage network, wastewater treatment unit, etc.)
   3. Site Plan/ village sewage network (simple google map can be used, indicating the location of wastewater treatment unit, sewage piping network, etc.)
   4. Operation and Maintenance (O&M) and life cycle costing section

A presentation about the field works findings shall be made to MSDSP within a week of completing the fieldwork and a draft report shall be submitted within three weeks. The final report should be submitted within two weeks following the feedback on the draft report.

**TIMEFRAME**

The feasibility studies at both sites, including field work as well as the reports preparation will take place during April - June 2024.

**PAYMENT AND LOGISTICS**

MSDSP will pay based on deliverables as following:

* 60% from total contract amount will be paid upon submission of draft reports.
* Remaining 40% from total contract amount will be paid upon submission final reports and its acceptance by MSDSP/ AKF.

MSDSP will provide local transportation for the consultant/ consulting firm in Khatlon as well as GBAO for traveling to the relevant project sites, however it will not provide transportation from Dushanbe to Kulyab or to Khorog.

**INTELLECTUAL PROPERTY RIGHTS**

SDC as project donor will retain all intellectual property rights for any and all materials produced, in any media format, for this consultancy assignment.

**REQUIRED EXPERIENCE**

* At least 3 years of experience in design of sewage and wastewater treatment systems preferably in the rural areas (sharing some brief information about the relevant work completed, would be an advantage).
* At least 2 years of experience in construction and/or supervision of sewage and wastewater treatment systems, preferably in rural areas of Tajikistan.
* Prior experience in conducting a feasibility study for construction of sewage and/or wastewater treatment systems at facility and/or village levels.
* Familiarity with the geographical, geological, hydrogeological and water and sanitation context of Khatlon and GBAO regions.
* Excellent experience in developing reports in English and/or Russian languages.
* Experience in cost estimation for infrastructure projects, especially sewage and wastewater treatment systems.
* Ability to meet short deadlines.

MSDSP will take no liability for security risks (if any) related to the service.

**SUBMISSION OF APPLICATIONS**

Individual’s submit the below required package indicating "**Short-term consultant services** **for feasibility study for village decentralized sewage/ wastewater treatment systems**" to be submitted at 137 Rudaki Avenue, Tajikmatlubot Building, 4 Floor, Office# 34 (HR Department) with a password to be sent to [hr.recruitment@akdn.org](mailto:hr.recruitment@akdn.org).

Consulting firms’ submit the below required package indicating “**Short-term consulting services for feasibility study for village decentralized sewage/ wastewater treatment systems**" in the subject of the letter to be submitted at 137 Rudaki Avenue, Tajikmatlubot Building, 4 Floor, Office #1 (Administration Unit) or send to [serviceprocurement.tj@akdn.org](mailto:serviceprocurement.tj@akdn.org) with a password.

Applications should include:

1. Consultant/Consulting Firm CV and Cover Letter, including relevant experience and CVs of key experts to be involved.
2. Protected technical proposal.
3. Protected commercial proposal. (**At the same time, the commercial offer must be protected by a password, which the bidder must inform the members of the tender commission at the time of opening the tender documents**).
4. Tentative outline of the assessment methodology and timeline for completing the activities.
5. Budget estimate indicating lines and associated costs in TJS.
6. Sample of similar works/ reports produced by consultant/ consulting firm.
7. Reference letters from previous clients of Consulting firm/Individual Consultant or reference contacts.
8. Company address, contact phone number, individual/company email address and the Skype ID.

Please note that incomplete application package will not be accepted and considered.

**Deadline for submission of applications is 13th March 2024.**

Attention! The opening of the tender offers will take place online, via Skype at **15:00 P.M.**

**On 14th March 2024**. Potential vendors are invited to participate in the opening of tender documents via Skype.

While AKF/MSDSP gives equal chance to all applicants, only shortlisted candidates will be contacted.

AKF/MSDSP strongly encourages qualified female applicants for this position. AKF/MSDSP seeks to ensure that male and female employees are given equal career opportunities and that staff members are able to keep an appropriate balance between work and private life.

For more information on the Aga Khan Foundation and Aga Khan Development Network visit: http://www.akdn.org.

AKF/MSDSP Tajikistan recruitment and selection procedures reflect our commitment to equal opportunity, safeguarding of children from abuse and zero tolerance of sexual harassment.

DISCLAIMER

*By sharing their cover letter and resume with AKF/MSDSP in response to this job application, applicants consent for AKF/MSDSP to keep this information on file for recruitment and human resources management purposes.*