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File Ref: PO 7294

Date: 16th May 2019

Contract Amendment No: 2

CONTRACT FOR: Capacity Building to Improve Routine Monitoring Data and Information Management Systems for Rural Water Sub-Sector in Tanzania

CONTRACT NUMBER: PO 7294

With reference to the contractual letter dated 15 August 2014 whereby your firm was engaged to carry out the Terms of Reference as detailed at Section 3 therein and as most recently amended by the letter of 27 March 2015, I confirm that the UK Government wishes to make the following further amendments to the letter of 15 August 2014:

This amendment relates to an increase of the financial value of the contract and extend the contract period up to and including the 22nd of May 2020.

Section 3 Terms of Reference

Add – Addendum to Terms of Reference (attached).

Section 5 Schedule of Pricing

REDACTED

The additional funding and time extension will enable the delivery of the following new services;

- Technical Assistance to institutionalize data management systems within MoW, including the alignment of data management procedures across all departments of the ministry considering the recent departmental changes at the Ministry of Water.
- Technical Assistance to MoW on the use of data to enhance policy and operational decision making. This will include working across all departments within MOW with a focus on aligning data management systems, data collection and sharing protocols, data analysis and reporting procedures and the use of data for decision-making.
- Supervision of Water Point Data Manager system development process in line with the evolving data management needs of the MoW

- Technical support to Community Management – this will focus on the CMO engagement plan, DWE/CMO relationship building for monitoring and reporting and preventative maintenance and Operation and Maintenance
- The design and testing of a village/ward/LGA maintenance structure that will explore the feasibility of using a scalable Public/Private Partnership (PPP) model to provide an effective and cost-efficient preventative maintenance and repair service to communities

Please confirm in writing by signing and returning one copy of this letter, within **15 working days** of the date of signature on behalf of DFID that you accept the variation set out herein.

The Contract, including any previous variation, shall remain effective and unaltered except as amended by this letter.

Words and expressions in this letter shall have the meanings given to them in the Contract.

Signed by an authorised signatory for and on behalf
of the Secretary of State for International Development

Name: [

Position:

Signature:

Date: [

Signed by an authorised signatory for and on behalf of :
the WEL Group Consulting Limited

Name:

Signature:

Date:

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Addendum to the Terms of Reference

PO 7294

Extension of Capacity Building to Improve Routine Monitoring Data and Information

Management Systems for Rural Water Sub-sector in Tanzania

April 2019

Introduction

1. The government of Tanzania through the Ministry of Water (MoW) has requested DFID to extend the current Technical Assistance to the Central Data Management Team (CDMT) due i) the need to institutionalize the work of the Central Data Management Team (CDMT) within the ministry's new institutional structure and building effective arrangement for operation and maintenance at local level and b) an extension of the closing date to May 2021 to align the Technical Assistance with extended implementation of the Payment by Results(PbR) programme which ends in March 2022. This extension is expected to drive continuous improvement in data quality which is fundamental to successful implementation of the remaining phases of the £64.5m PbR programme.
2. The contract extension proposes an adjusted objective of extending the current Technical Assistance in supporting MoW to design and to support Local Government Authorities to implement local level infrastructure maintenance arrangements and explore the feasibility of using a scalable Public/Private Partnership (PPP) model to provide an effective and costefficient preventative maintenance and repair service to communities. The extension is also designed to allow the current TA to complete some of the pending tasks and to help MoW to institutionalize an internal Water Point Data Verification and Validation system inline with the anticipated reduction of the inputs of Data Verification Service Provider (DVSP) of the Payment by Results scheme from 2020 onwards.
3. This addendum will cover the extended work of the current contract from May 2019 to May 2021 and should be read in conjunction with a background information note on the status of Data and Information Management Systems for Rural Water Supply Subsector in Tanzania (Annex 1) and the original Terms of Reference (Annex 2).

Recipient

1. The Government of Tanzania through the Ministry of Water (MoW) is a sole recipient of this assignment.

Scope of work

4. Having resolved the issues with reporting and data quality within the national water point inventory, the focus of the Technical Assistance (TA) during the extension period will be to ensure institutionalization and the sustainable management of the data management infrastructure and systems which has been put in place over the past 36 months (see Annex 1 for reference). As such, the Capacity Building Service Provider (CBSP) will provide the following services;
 - a. Technical Assistance to institutionalize data management systems within MoW, including the alignment of data management procedures across all departments of the ministry.
 - b. Technical Assistance to MoW on the use of data to enhance policy and operational decision making. This will include working across all departments within MoW with a focus on aligning data management systems, data collection and sharing protocols, data analysis and reporting procedures and the use of data for decision-making.
 - c. Supervision of Water Point Data Manager system development process in line with the evolving data management needs of the MoW
 - d. Support MoW staffs in carrying out data analysis and to respond on an ad hoc basis for additional support requests or for consultation on related work issues to enable operation decision making within MoW. This may include review of results framework and contribution to sector reviews and supervision missions as needs arises.
 - e. Support MoW to institutionalize an internal Water Point Data Verification and Validation system in line with the anticipated reduction of the inputs of Data Verification Service Provider (DVSP) of the Payment by Results scheme from 2020 onwards.
 - f. Technical support to Operation and Maintenance section – this will focus on the CMO engagement plan, DWE/CMO relationship building for monitoring and reporting and preventative maintenance and Operation and Maintenance
 - g. Support Local Government Authorities to implement local level infrastructure maintenance arrangements and explore the feasibility of using a scalable Public/Private Partnership (PPP) model to provide an effective and costefficient preventative maintenance and repair service to communities.

Timing and Deliverables

5. It is expected that the contract extension shall be awarded by Mid May 2019

6. The duration of the contract extension is expected to be for up to 24 months from May 2019.
7. As part of the contract extension process, the CBSP is required to propose milestones/deliverables through which payments will be made against throughout the contract duration.

Team Composition and Ways of working

8. In addition to the current International Technical Adviser to CDMT, the CBSP will be required to bring in an additional Tanzanian specialist external support to support various activities in relation to the scope of work, including maintaining positive working relationship with MoW and stakeholders.
9. This arrangement is envisioned to relieve the international TA to focus on providing high level specialized technical support to the Ministry of Water whilst guaranteeing continuation of technical assistance in outer years when the inputs of the international TA phases out by working remotely. It is expected that Both technical advisors will be based in Tanzania for the duration of the contract period.

Governance and reporting arrangements

10. The SP will report directly to the DFID Tanzania Water and Sanitation Adviser on the overall delivery of this assignment, and to the Director of policy and Planning within MoW for all operational matters regarding this assignment. For all contractual issues, the contractor will report to the DFID Tanzania Programme officer.
11. Each quarter the CBS will be required to present the progress of the work to the permanent secretary of the Ministry of Water. This arrangement is envisioned to provide check and balance on accountability and to escalate any issue that need intervention of the senior management within MoW.
12. Although the addendum to the terms of reference cover the capacity building initiative to CDMT, DFID expects that the CBSP will work closely with the evaluation team of the World Bank (DIME) and the DVSP for PbR scheme, to coordinate efforts and smooth implementation of PbR scheme.

Other terms

13. Other terms and condition for this addendum remains the same as stipulated in the original ToR (See annex 2 for reference)