



**REPUBLIC OF MOZAMBIQUE  
MINISTRY OF PUBLIC WORKS, HOUSING AND WATER RESOURCES**



**WATER SERVICES AND INSTITUTIONAL SUPPORT PROJECT II  
(WASIS II)**

**IDA Grant. IDA D1100**

**PLANNING AND INVESTMENT ADVISOR**

**Contract Nr. FIPAG/WASIS II/CON-32/20**

**TERMS OF REFERENCE**

**November 2020**

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# **TERMS OF REFERENCE FOR PLANNING AND INVESTMENT ADVISOR**

## **1 BACKGROUND**

### **1.1 General**

The Republic of Mozambique has received a credit from the International Development Association toward the cost of the **Water Services and Institutional Support II Project (WASIS II)**, and it intends to apply part of the proceeds of this credit to payments under the Contract for the **Planning and Investment Advisor**.

The Government of Mozambique (GoM) is implementing reforms in the urban water supply sector aimed at improving coverage, quality and efficiency of services. The reform program has involved the reorganisation of sector Governance mechanisms, which have facilitated a transition towards decentralised water supply operations and management, including service regulation, investment planning, and private sector participation in operations.

More specifically, the GoM has taken steps to provide for:

- Reduced operating costs and increased efficiency, particularly through involving private sector in operations for water supply services in 26 cities and villages; Maputo, Matola, Boane, Beira, Quelimane, Nampula, Pemba, Dondo, Chokwe, Xai-Xai, Inhambane, Maxixe, Tete, Moatize, Chimoio, Manica, Gondola, Lichinga, Cuamba, Angoche, Nacala, Ilha de Mocambique, Chitima, Mueda, Mocuba and Gorongosa;
- Tariff adjustments that support financial sustainability; and
- Establishment of a Regulatory Board for the sector, which considers both service quality and financial performance.

The program for urban water supply also includes investments in rehabilitation and extension of systems. The GoM's implementation agency for the new urban water program is Fundo de Investimento e Património do Abastecimento de Água– FIPAG (Investment Fund and Water Supply Asset Holder).

FIPAG is responsible for the fixed assets of 21 city water supplies and for the future investment in the systems, including Beira and Dondo. It has the mandate to ensure that the public receives an adequate and safe water supply that meets Mozambique standards for health and hygiene (the public service obligation), and is empowered to ensure these systems achieve autonomous, efficient and financially sustainable water supply operations.

The WASIS II Project, supported by the World Bank, has its objectives to improve the performance, sustainability and coverage of water supply services in the five cities of Beira, Dondo, Tete, Moatize and Pemba.

## **2 SCOPE OF SERVICES AND SPECIFIC RESPONSIBILITIES**

The Planning and Investment Advisor will be directly contracted to FIPAG and based in the FIPAG Head Office in Maputo, but will be required to visit some cities where FIPAG is the water supply services provider. The consultant will be required to liaise closely with the FIPAG Projects and Investments Directorate and other staff.

The Planning and Investment Advisor shall assist and advise FIPAG on all matter related to the planning, development and projects fund seeking specific responsibilities include:

### ***Task1: Preparation of FIPAG Investment Plan (FIP)***

- Identify and prepare short and medium term investment plan with a horizon of 2025 and 2030, split by regions and in annual investment plans, focusing on those activities contributing to the achievement of the goals of the strategic plans of the government and the FIPAG, as well as the Sustainable Development Goals at the global level. The report should include progress and projection for compliments of the implementation schedule on current projects and investments, and presenting those actions that require funding towards achievement of government and global targets on water supply coverage for the cities under management of FIPAG.
- Support FIPAG in the review of the reports produced by the consultant preparing Greater Maputo phase 2.
- Prepare annual activity plans and budgets, disbursement plans and short and medium term investment plans.
- Prepare supporting documentation including Project Concept Notes and Terms of Reference to obtain funding for the identified needs and demonstrate progress and the effective utilization of resources.
- Prepare FIP Monitoring and Evaluation System.
- Liaising effectively with all parties including relevant institutions responsible for water resources (ARAs), the water regulator (CRA) Municipalities, NGOs, Consultants, Contractors, and Financial Agencies involved with FIPAG to ensure smooth preparation of Investment Plan.

### ***Task 2: Preparation of FIP-Financing Strategy and Assistance on Fund Seeking***

- Work closely with the Institutional Advisor to ensure the FIP being prepared is in line with the Institutional framework in place or to be put in place.
- Synthesize the findings and recommendations and prioritize the investment packages;
- Prepare a time schedule, budgets, activities, responsibilities, and monitoring arrangements including indicators.

- Carry out a risk analysis and related mitigation measures.
- Arrange a workshop to present and validate the proposed financing strategy and action plan.
- Prepare an information, communication and knowledge management plan including required brochures.
- Organize the preparation of Public Relations material (presentations, pamphlets, briefs, information sheets, etc.) for various multi-purpose development packages for sensitization and promotion purposes.
- Promote the project against applicable investors, funding sources, and development partners.
- Meet bi-laterally with potential funding partners before donor conferences to sensitize their investment interest in the project.
- Once the investment program and adequate institutional framework are in place, the consultant will assist FIPAG in organizing a donor round table and investment promotion events with potential financial parties.
- Undertake a “road show” and market promotion workshops to foster financing partner interest in the investment packages.

***Task 3: Assistance on Project Design and Implementation***

- Prepare comprehensive implementation manual for those approved projects.
- Support in preparation of simplified studies for water supply systems such that the TORs and technical specifications are available to prepare bidding documents and launch the bidding process.

***Task 4: Support in preparation of Quality Assurance Plans for project implementation***

- Assist procurement department in the preparation of technical aspects of tender documents and ensure that the procurement packages are well designed.
- Establish and monitor a system to forecast cost to completion for all projects.
- Support in the engineering assessment and review of preliminary and detailed designs.
- Support in reviewing the work methodology submitted by the Contractors and Engineers, while ensuring that the most appropriate technology is selected and implemented.
- Train members of the Investment and Project Directorate on a day-by-day basis and transfer skills to assure their ability to execute their duties and tasks in an effective manner. This will include recommendations for the formal training of the staff to be included in the annual FIPAG Training Plan.
- Contribute to the monthly, quarterly and annual FIPAG Project Management Reports.
- Other assistance that may be reasonably requested.
- Ensure timely reporting to all parties concerned on the progress of implementation of projects and audit reports.
- Train and assist the Project and Investment team of FIPAG on the lifecycle of Projects from concept notes until project implementation, including the quality assurance.

### **3 OUTPUTS**

#### *Direct Outputs*

- a) Contract Inception Report, including preliminary FIPAG strengths and weakness finding on funds seeking and investment implementation, assignment work plan, working methodology and updated schedule of deliverables.
- b) Diagnostic and Analysis Report, which should include (1) Documenting the recent expenditure in investments and sources (public, private, development partners, charged tariffs), and FIPAG performance regarding the debt service, (2) Document the infrastructure gap to reach the different targets and (3) Document the infrastructure gap with the additional resources needed to reach the target (financial gap).
- c) Short and medium Term FIP Reports, with a horizon of 2024 and 2030.
- d) FIP Financing Strategy.
- e) FIP Monitoring and Evaluation System.
- f) Project Concept Notes and Terms of References to priority investment.
- g) Training manual and schedule for FIPAG staff.

#### *Indirect Outputs*

- h) Project Implementing manuals.
- i) Bi-annual Project Implementation Report.
- j) Annual activity plans and budgets.
- k) Simplified studies reports for water supply systems based on the existing detailed studies.

### **4 QUALIFICATIONS AND EXPERIENCE REQUIRED**

The Planning and Investment Advisor shall possess the following qualifications and experience:

- A graduate in either of the following, (i) Engineering (Civil, Sanitary or Hydraulic, Mechanical and Electrical), (ii) Economics, and (iii) Finance or similar advanced degree from a recognized institution.
- At least 15 years' experience in engineering projects planning of which at least 5 years in water supply projects, including system analysis, investment planning, and contract management of infrastructure works.
- 10 years' experience in financial engineering and marketing.
- Experience in cooperating partners assisted projects including World Bank.
- Experience in developing countries preferably in Mozambique.
- Experience in developing project implementation manual.
- Fluency in English and Portuguese knowledge. A Portuguese speaking is considered an advantage. All outputs reports will be in English and/or translated to Portuguese.

## **5 TIME REQUIREMENTS**

The consultant will be required full time for a total of 18 months and can be renewed based on the need for the consultant services and satisfactory performance of the consultant if agreed by both parties.

## **6 REPORTING**

All documents, correspondence, communications, etc related to the Project shall be in English and Portuguese language.

The Consultant will report formally to FIPAG's Director General, Mr Victor Tauacale through the Projects and Investments Director and liaise with the FIPAG's Planning and Development Director or his designated representative and counterpart.

## **7 FORM OF CONTRACT AND PAYMENTS**

The Contract will be a time-based assignment for the provision of technical assistance. Payment will be based on Consultant's invoices which will be submitted on a monthly basis.

The payment of remuneration fees will be subject to local withholding taxes which will be shown separately on the bid and in the monthly invoices. The withholding tax will be paid by FIPAG. Reimbursable costs and miscellaneous expenses will be refunded for expenses actually and reasonable incurred, if provided for and accepted in the Financial Proposal.

Applications for the post should be made on the basis of all-inclusive costs, which include accommodation, transport, subsistence, travel (including air travel to and from Maputo) and all other expenses. The total amount that will be paid to the Consultant shall not exceed the ceiling amount reflected in the Contract.

Transport from accommodation to FIPAG office shall be the responsibility of the Consultant. Any travel to sites when required will be provided by FIPAG. If any travel away from Maputo is required, this and any overnight lodging will be paid for by FIPAG.