



for a living planet®

REQUEST FOR PROPOSAL (RFP) Re- Advertised
Consultancy:

Engaging Private and Public Sector Institutions on Sustainable Investments

WWF Tanzania Country Office (WWF TCO) is a Non- Government Organization dealing with environmental protection in Tanzania since 1990 and it has supported the Government of Tanzania in implementing various projects on Marine, Forest, Fresh Water, Energy and Wildlife. WWF global mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature, by:

1. conserving the world's biological diversity;
2. ensuring that the use of renewable natural resources is sustainable and
3. promoting the reduction of pollution and wasteful consumption

Consultancy Goal and Objective:

WWF has proposed to promote joint collaborative efforts towards sustainable investments in Tanzania. The overall objective of this consultancy is to engage an individual consultant who will help to mobilise private and public sectors to promote Sustainable Investments that will support increase resilience of communities which have high level of natural resources dependencies from the impacts of climate changes. The goal of the project is to attract private sector collaborative investments which will enable WWF to:

- Engage private and public sectors in sustainable impact investment initiatives
- Build capacities to CSOs and CBOs for managing natural resource and community enterprises which will provide alternative sources of income.
- Develop linkages community based value chain enterprises as alternative sources of income generating activities

Scope of Work:

A Sustainable Investment Consultant is required to providing support to the WWF Tanzania Partnership and Development team at the level of planning, policy advice and putting appropriate mechanism for the engagement and resource mobilisation for sustainable investments from both the private and public sectors. More specifically, the Sustainable Investment Consultant shall consist of providing support to the WWF Tanzania to:

- Establish and maintain private and public sector dialogues
- Put a system to administer information flow among different stakeholders –private, public, CSOs and CBOs
- Carry out reviews of existing financial management systems, procedures and practices and identify areas of improvement to support sustainable investments fund flow.
- Put in place the necessary procedures, practices and training to fill capacity gaps and strengthen the Financial Department;
- Preparing monthly, quarterly and annual financial reports for the sustainability Investment funds under WWF Tanzania administration
- As the WWF Tanzania financial sustainability fund manager arrange timely financial information for internal audits;
- Review invoices and contracts together with the relevant government authorities and the procurement specialists;
- Carrying out control and filing of all payment documents, invoices and other financial documents relating to Sustainability Investment Fund transactions;

4. Institutional Arrangement
 - a) The Sustainable Investment Consultant will be working under the direction and supervision of the WWF Tanzania Partnership and Development Manager (PDM); b) Submit progress report on a Monthly Basis to the PDM. C) The Sustainable Investment Consultant will be supported by Partnership and Development Manager (PDM) at WWF Tanzania.
5. The duration of the consultancy is of 10 months. The starting date is upon contract signature.
6. Duty Station: Sustainable Investment Consultant own offices. However, the Contractor will be required to report regularly and be present for meetings when need be.
7. Please, send request for ToR and all enquiries to tz.procurement@wwf.panda.org or visit us at; Kiko Street, Mikocheni – Off Mwai Kibaki Road Plot 252, P. O. Box 63117, Dar es Salaam, Tanzania
Tel: +255 22 277 5346/277 2455/270 0077
Fax: +255 22 277 5535; website. www.panda.org
8. Complete a data compilation template that will be provided. The consultant will be facilitated to see the template in advance to give a picture of the kind of data required. Make presentations as will be required at the inception and feedback meetings
7. Registered, eligible and reputable, firms, institutions and individuals are advised to submit both technical and financial proposals for this assignment. The technical proposal should clearly indicate the individual's/institution's team's experience on SIMILAR assignment relevant to the subject matter.
8. Applicant Requirement and qualifications:
The desired applicant to undertake this assignment *with other key qualities*, must meet the following minimum qualifications:

Academic Qualifications: a. Master's Degree in Sustainable Investments, Accounting and Finance, Corporate Social Responsibility and Reporting.
 - i. Years of Experience: a. Local relevant experience of not less than 10 years. b. Experience with International Development Sector for at least 10 years will be a plus.
 - ii. Competencies: a. Good communication skills c. Proficiency in finance investments and bankable projects; Knowledge of Natural Resource Management is a plus d. Demonstrated analytical Skills e. Teamwork
9. Please, submit your full proposal tz.procurement@wwf.panda.org
10. Deadline for submission: Applications should be a concise full combined technical & financial proposals fully signed, highlighting company profile, concrete evidences of experiences on similar works, the proposed approach and methodologies, work schedule and timings of the process. Team CVs should also be attached. Also apart from one pager application letter, financial proposal should clearly specifying time and other expenses both direct and reimbursable, these include unit costs on professional fees and the eligible taxes; kindly submit your applications as instructed by Friday, 17th April 2020 at 17.00hrs Tanzania local time. Only successful applicant will be contacted.
11. Evaluation of the consultancy applications will be done based on WWF procurement guidelines and that WWF Tanzania is not bound to accept any lowest or highest proposal/bid
12. Only successful applicants will be contacted