



Ministry of Water and Sanitation



Lilongwe Water Board

**REQUEST FOR PROPOSAL
(CONSULTING SERVICES – FIRMS SELECTION)**

Country: MALAWI
Assignment Title: CONSULTANCY SERVICES ON CIRCULAR ECONOMY FOR WASTEWATER AND FAECAL SLUDGE MANAGEMENT
Reference No.: LWB-CEWFSM-2025-01-CS-QCBS

1.0 Introduction: Lilongwe Water Board (LWB) is a statutory corporation established in 1947 and re-established under the Water Works Act, 1995 (Cap 72). The utility is responsible for the provision of water and sanitation services to the City of Lilongwe and other surrounding areas designated as its supply area. Currently, LWB supplies water to a population of about 1 million people representing about 90% of the total population in the city and surrounding areas. LWB's mandate is to manage the source of raw water, abstract and treat water in full compliance with regulatory bodies such as World Health Organization (WHO) and Malawi Bureau of Standards (MBS); and provide adequate and reliable water supply to the residents of the City of Lilongwe that meets customer needs.

2.0 Objective of the Assignment: The main objectives of the assignment are: i. Undertake a rapid review and desk assessment of desludging regimes, volumes including of wastewater discharged by the existing WWTPs. ii. Assess and establish economic feasibility, policy support, public awareness and adaptability or adoption of by-products and the adoption of circular practices in wastewater management and WWCE. iii. Assess and establish, the environmental trade-offs of some technologies, such as emissions from thermal conversion, carbon credits, and sustainable utilization of biomass. iv. Evaluate and recommend leveraging innovative technologies and fostering interdisciplinary collaboration in wastewater treatment and faecal sludge management. v. In collaboration with Director of Production and Distribution (DPD), plan and organize strategic planning meetings, workshops and benchmarks for the Wastewater Treatment Division and Board members of staff and top management to build and define consensus on operational models for the WWCE and pathway to success.

3.0 Scope of Work: The scope of the assignment will include but is not limited to:

- a. Undertake a rapid review and desk assessment of desludging regimes, volumes including of wastewater discharged by the existing WWTPs.
- b. Assess and establish economic feasibility, policy support, public awareness and adaptability or adoption of by-products and the adoption of circular practices in wastewater management and WWCE;
- c. Assess and establish, the environmental trade-offs of some technologies, such as emissions from thermal conversion, carbon credits, and sustainable utilization of biomass;
- d. Evaluate and recommend leveraging innovative technologies and fostering interdisciplinary collaboration in wastewater treatment and faecal sludge management;
- e. In collaboration with Director of Production and Distribution (DPD), plan and organize strategic planning meetings, and workshops for the Wastewater Treatment Division and Board members of staff and top management to build and define consensus on operational models for the WWCE and pathway to success.

4.0 Duration of Assignment

The services shall be for a period of 4 months. 3 months will be for assessment and preparation of strategic plan and activities in the development of the WWCE, while the remaining month will be feedback and support of implementation of action plan.

The assignment is expected to start in November 2025.

The detailed Request for Proposal (RFP) for the assignment can be accessed for free at the following website: <https://www.lwb.mw/tenders/> and make sure that you have your consultancy firm registered at address specified at 7. (c) below or can be collected for free from the address specified below.

5.0 Firm's Experience and Qualifications

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The selection criteria shall include but not limited to.

1. Core business area should include Civil, Sanitary Engineering, Environmental Sciences and any related fields to ensure a holistic and scientifically sound approach to achieve the objectives of the assignment.
2. Relevant similar experience, which should specifically include the below:
 - a) Circular Economy Projects in the Water and Sanitation Sector;
 - b) Experience in Wastewater Treatment Projects; Drafting guidelines for reuse of treated wastewater or faecal sludge products.

- c) Practical working experience in the Faecal Sludge Management (FSM) Assignments.
 - d) Practical experience in Preparing feasibility studies for circular economy interventions in wastewater or FSM.
 - e) Fluent in English (Speaking and Writing).
3. Technical and Managerial capability of the firm. The firm shall provide the detailed CVs of the following key staff: *Team Leader, Business Development Specialist and Environmental Management Specialist (Please refer to the Request for Proposal document for the required qualifications and experience of the above listed experts).*
 4. A thorough working experience of the management and administration of externally assisted projects in Sub-Saharan Africa;

The methodology for the evaluation of proposals will be Quality and Cost Based Selection (QCBS).

6.0 Bidding Procedure

Bidding will be conducted through the International Competitive Bidding (ICB) procedures and in full compliance with the Public Procurement and Disposal of Assets Act No. 7 of 2025 of the Republic of Malawi and Public Procurement Regulations (Government No. 24 of 2020).

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

Further information can be obtained at the address below during office hours *i.e., 08:00 to 16:30 hours*, local time.

7.0 Submission Procedure

The proposal shall be submitted in two parts in separate sealed envelopes clearly indicating Technical and Financial Proposals marked with: “**Consultancy Services on Circular Economy for Wastewater and Faecal Sludge Management**” be deposited in the tender box on or before **Friday, 19th September, 2025 at 14:00 hours local time**. Electronic bidding will not be permitted, and late proposals shall be rejected.

(a) Address where bids/proposals will be deposited:

**The Chairperson
Internal Procurement and Disposal of Assets Committee
Lilongwe Water Board
Madzi House
Off Likuni Road
P.O. Box 96**

**Lilongwe
MALAWI**

- (b) Address where Technical Proposal opening will take place:

**Main Boardroom
Madzi House, First Floor
Off Likuni Road
Lilongwe
MALAWI**

- (c) Address where Request for Proposal document will be inspected and collected:

**Lilongwe Water Board
Procurement and Disposal Unit Offices
Off Likuni Road
P O Box 96
Lilongwe
MALAWI**
E-mail: procurement@lwb.mw