



P.O.BOX 6213 KIGALI

Email: info@rwb.rw

**RWANDA WATER RESOURCES BOARD
REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
INDIVIDUAL CONSULTANT (International)
COUNTRY: RWANDA**

Program: Muvumba Multipurpose Water Resources Development Program

Section: WATER SECTOR

Project ID No: P-RW-EA0-015

Position: Program Coordinator

Employer: Rwanda Water Resources Board

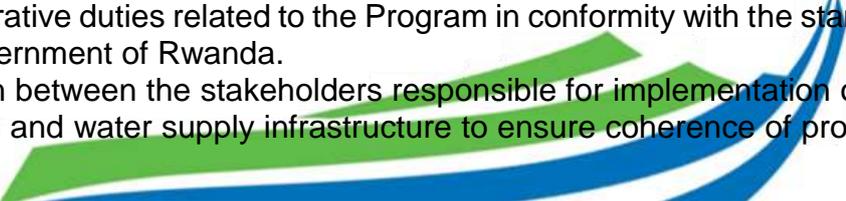
Deadline for submission: September 30, 2024 at 3:00 pm Kigali Time

A. Introduction

1. The Government of Rwanda has received a Loan from the African Development Bank toward the cost of implementation of the Muvumba multipurpose water resources development program in Nyagatare Region and intends to use part of the proceeds of this loan to put in place a Project Implementation Unit (PIU). Four Staff comprising the Program Coordinator, Water Resources Engineer; Social Safeguard and Environment Safeguard Specialist should be recruited as part of the PIU. The main purpose of the program is to reliably supply domestic and agricultural water and hydroelectric power across the Nyagatare region. The proposed dam will have a height of 39 m and effective storage capacity of 55million m³.
2. The Program comprises construction of a 39 m high dam, hydropower facility, and detailed designs and Environment and Social Assessments for downstream irrigation schemes (including livestock water) and water supply systems. The command area of the irrigation scheme is estimated at 9640 ha covering Tabagwe, Gatunda, Karama, Rukomo, Nyagatare, Rwempasha, Musheru and Rwimiyaga sectors. Installation capacity of hydropower is 1000 kW and is expected to generate 6939MWh annually. While detailed study for water supply system is completed, the program is envisaged to supply water of approximately 50,000m³/day for people in Karangazi, Rwimiyaga and Nyagatare sectors in addition to livestock use. The program will also contribute to flood control.

B. Program Coordinator

3. The Program Coordinator for the Muvumba Water Resources Development Program has a multifaceted role involving leadership, coordination, and oversight of the program's implementation.
4. Key responsibilities include:

- a. Providing overall direction and leadership of Project Implementation Team (PIT), undertaking management and coordination of the Muvumba Water Resources Development Program on behalf of the client.
 - b. Day-to-day coordination of the Program in accordance with the agreed Program Appraisal Report and Financing Agreement.
 - c. Supervision and co-ordination of various Consultants contracted in connection with the Muvumba Water Resources Development Program including Time-Based Contract of Owner's Engineer for its effective implementation in terms of time, cost and quality.
 - d. Management, with support of the Owner's Engineer, of the main construction contracts for Muvumba Water Resources Development Program (Civil Works, and Electro-Mechanical Equipment), including follow-up of the coordinated work schedules of Contractors, periodically updated by the steering committee.
 - e. Management of the overall project schedule that incorporates Civil Works, and Electro-Mechanical Equipment contractors.
 - f. Co-ordination, with support of the Owner's Engineer, environmental and social issues and in particular, the implementation of the RAP and ESMP activities as well as provision of oversight in timely preparation and implementation of relevant safeguards instruments.
 - g. Ensure that effective monitoring, evaluation, and reporting systems are in place, and that all necessary progress reports are timely produced and submitted to both the Government and the African Development Bank.
 - h. Review and Supervision of Contractor's quality assurance plans, and ensure that performance of consultants, experts, contractors, and Program staff conforms to guidelines and contractual expectations.
 - i. Liaising with all stakeholders and, with the assistance of the Owner's Engineer, co-ordinating all activities in connection with reservoir impoundment and commissioning of the Project.
 - j. Preparation Provisional Acceptance Certificate after commissioning and the Final Acceptance Certificate after the expiration of the Guarantee Period/Defect Liability Period.
 - k. Chairing monthly meetings with the Owner's Engineer and Contractors.
 - l. Regular reporting of the project progress to stakeholders, including the preparation of Quarterly Reports for all Agencies and stakeholders, and follow-up on timely preparation of Contractors' Reports.
 - m. Ensuring timely Certification of all payments made in relation to the project loans.
 - n. Verifying and certifying invoices from experts, consultants, suppliers, and contractors, and ensuring timely payment in accordance with relevant applicable contract agreements.
 - o. Maintaining records of disbursements and the status of all loans.
 - p. Monitor and review any contractual claims from contractors and consultants on behalf of the client to protect Client/ Employer's interest; as well as monitor other contractual issues, such as compliance with the matters with performance security, insurance, etc.
 - q. Liaison with funding agencies as a program Coordinator.
 - r. Representing the Rwanda Water Resources Board in meetings related to the Program.
 - s. Carrying out administrative duties related to the Program in conformity with the standing guidelines of the Government of Rwanda.
 - t. Facilitate coordination between the stakeholders responsible for implementation of the downstream irrigation and water supply infrastructure to ensure coherence of program plans.
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- u. Liaise with the client and the Project Steering Committee to ensure the project is well coordinated and technical inputs are provided timely which will facilitate resolution of any internal delays to implementation.
- v. Coordinating the implementation of all training and capacity-building activities under the Program.

C. Qualification and Experience

5. The applicant needs to have the following minimum requirements on academic background, skills, knowledge and experience:
 - Master's Degree in Hydraulic engineering, civil engineering, geo-technical engineering or structure engineering from an internationally recognized university
 - At least 15 years of proven professional experience with water resources development projects, including planning, designing, and construction supervision of large dams, and should be familiar with international technical standards and practices
 - At least two projects in design and construction supervision of earth and rockfill dams, proven by the good completion certificates;
 - Engineering skills in multipurpose or single purpose dams' development, including the ability to review feasibility / detailed technical designs, technical specifications, project cost estimates, construction plan and any design changes during construction, schedule, etc. of large-scale hydraulic infrastructure.
 - Strong contract management skills to ensure successful project execution. These skills include contract formation and negotiation, administration, dispute resolution, risk management, compliance, and effective communication.
 - Computer skills in MS Office products, analytical packages and project management tools
 - Familiarity with programs financed by Multilateral Development Banks (AfDB, WB, etc)
 - High level of proficiency in English
6. Only Consultants from Regional and Non-Regional Member Countries of the African Development Bank are eligible to apply. The consultant will be selected as individual consultant in accordance with the African Development Bank Procurement Policy for Bank Group Funded Operations, October 2015, which is available on the website: <http://www.afdb.org> .

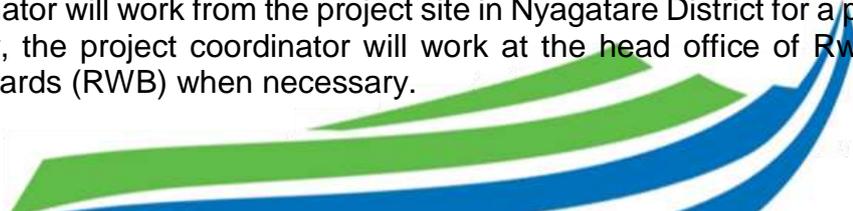
D. Duration of the assignment

7. The program coordinator will sign a two years contract renewable based on satisfactory performance.

E. Working station

8. The Program coordinator will work from the project site in Nyagatare District for a period of 4 years. However, the project coordinator will work at the head office of Rwanda Water Resources Boards (RWB) when necessary.

F. Remuneration



9. The remuneration for the Program Coordinator will be a fixed monthly payment exclusive of taxes. This remuneration covers all necessary expenses, including:
- Insurance: All required insurance coverage.
 - Flights: Travel costs for flights.
 - Transport: All local transportation expenses.
 - Accommodation: Costs for lodging.
 - Other Expenses: Any additional costs related to the role.
10. The all-inclusive fee ensures that no extra expenses will be reimbursed separately.

G. Facilities to be provided by the Rwanda Water Resources Board

11. The Rwanda Water Resources Board (RWB) will provide the following facilities and benefits to the Program Coordinator:
- Leave: 18 calendar days of leave per year.
 - Office Facilities: An equipped office with a computer and internet access.
 - Communications: Monthly communication fees of 80,000 RWF will be covered through an MTN SIM card.
 - Mission Allowance: For work-related travel outside Nyagatare or the RWB head office, a mission allowance will be provided according to public servant guidelines.
 - Applicable taxes will be covered by the Government of Rwanda's counterparty contribution.

H. Application process

12. Interested consultants are invited to apply by submitting the following application documents:
- a) Curriculum Vitae (CVs) in English.
 - b) Degrees in English or translated into English by Legal firm.
 - c) Proof of the Consultant's experiences on previous similar services provided in English or translated into English by Legal firm
 - d) A cover letter outlining how the applicant's experience, skills, qualifications, and professional background fit the requirements, along with an expression of interest, in a maximum of one page."
13. Expressions of interest must be submitted by electronically (in respect of the deadline) not later than September 30, 2024 at 3:00 pm Kigali Time, at the following address:

Attention to:

Dr. Emmanuel RUKUNDO
The Director General
Email: tender.afdb@rwb.rw

Any questions and requests for clarifications may be sent to:

Dr. Emmanuel RUKUNDO
Director General



Nyarugenge Pension Plaza Building, KN 3 Avenue
P.O. Box 6213 Kigali/Rwanda
**Email address: info@rwb.rw with copy to tender.afdb@rwb.rw,
emmanuel.rukundo@rwb.rw**

