



**THE REVOLUTIONARY GOVERNMENT OF ZANZIBAR
MINISTRY OF WATER, ENERGY AND MINERALS**

**REQUEST FOR EXPRESSIONS OF INTEREST
FOR**

**CONSULTANCY SERVICES DEVELOPMENT OF THE MENTORSHIP AND
COACHING PROGRAM FOR WOMEN EMPLOYEES, GBV PREVENTION AND
RESPONSE FRAMEWORK, GENDER RESPONSIVE PLANNING, MONITORING
AND EVALUATION FRAMEWORK FOR THE ZANZIBAR ENERGY SECTOR**

UNITED REPUBLIC OF TANZANIA

ZANZIBAR ENERGY SECTOR TRANSFORMATION AND ACCESS PROJECT.

CREDIT NUMBER: 68970-TZ

CTF LOAN NUMBER: TF0B5747-TZ

CTF GRANT NUMBER: TF0B5660-TZ

Assignment Title: Development of the Mentorship and Coaching Program for Women Employees, GBV Prevention and Response Framework, Gender Responsive Planning, Monitoring and Evaluation Framework for the Zanzibar Energy Sector.

Reference No. TZ-MOWEM-332217-CS-CQS

The Revolutionary Government of Zanzibar (RGoZ), through the United Republic of Tanzania, has received financing from the World Bank toward the cost of the Zanzibar Energy Sector Transformation and Access Project (ZESTA), and intends to apply part of the proceeds for consulting services.

Objective

The objectives of the assignment include:

- To develop and implement the mentorship and coaching program for selected women employees in the leadership, managerial positions, and STEM fields in Zanzibar energy sector institutions;
- To develop a Gender Based Violence (GBV) prevention and response framework for the Zanzibar energy sector and facilitate its implementation; and
- To develop a gender-responsive Planning, Monitoring, and Evaluation framework for the energy sector and build the capacity of staff to support its implementation.

Scope of assignment

a) Mentorship and Coaching Program Development

Referring to national and international best practices of mentorship programs for women in leadership, and managerial position as well as women in STEM fields, the Consultant is expected to carry out the following tasks:

- Conduct institutional review and analyze the capacity needs assessment report (i.e., refer to the capacity need assessment report produced by the ZESTA gender team) to document key capacity needs and identify the mentorship coaching needs of women employees in the energy sector that hold leadership, managerial positions and in STEM fields.
- Assess the experiences and work environment of women employees in leadership, managerial positions, and STEM fields in the Zanzibar energy sector.
- Design and develop tailored mentorship and coaching program documents to address the mentorship/coaching needs of women employees in leadership positions and in STEM fields in the Zanzibar energy sector.

b) Mentorship and Coaching Program Implementation.

Under this task, the Consultant is expected to lead the implementation of the mentorship and coaching program for women leaders and women in STEM fields in the Zanzibar energy sector and ensure that the mentees/coaches are capacitated enough up to the level of cascading and replicating the program for their subordinates and team members in their work unit. In this regard the Consultant is expected to:

- Develop a roadmap for the mentorship/coaching program, implementation guidelines, and manual to be utilized by the energy sector in the future. The roadmap should indicate the steps to be followed for the implementation of the mentorship/coaching program, and monitoring tools to measure the level of success of the mentorship/coaching program).

- Provide periodic capacity support through one-to-one and group mentorship/coaching support for women leaders and women in STEM fields in the Zanzibar energy sector.
- Measure the progress of all target groups of the mentorship/coaching program by developing a monitoring tool to document the progress achieved, and submit quarterly reports to ZESTA PIU coordinators at MoWEM and ZECO).

c) Documentation of mentorship and coaching program knowledge products

The main objective is to document knowledge products to be used as future references by different target groups in the Zanzibar energy sector. Under this task, the Consultant will be expected to produce and share a number of knowledge products. These will include:

- Establish a database for women employees who pass through the mentorship, and coaching program in the Zanzibar energy sector.
- Bi-annual report on the best practice, challenges faced, and lessons learned throughout the implementation of mentorship and coaching program.
- End of program report.

The Ministry of Water, Energy and Minerals now invites eligible **consulting firm** to indicate their interest in providing the above services. Interested consulting firm should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. **The consulting firm (or consortium of firms)** should have at least the following qualifications and experience:

The consulting firm is required to have the following experience:

(A) Core Business and year in Business

At least fifteen (15) years' experience in consulting work of which five (5) years must be in similar assignments.

(B) Relevant similar experience, which should specifically include the following:

- Must have successfully carried out at least three (3) assignments of a similar nature and scope for the energy sector in developing countries.
- Provide information on previous assignments which should include the name of the assignment, name and full contact address of the client, tasks performed by the consultant under the assignment, assignment value (in US dollars), and period (dates) of execution of the assignment.

(C) Technical and Managerial capability of the firm in the areas of development and implementation of Mentorship and Coaching program for Women Employees, GBV prevention and response framework, and Gender Responsive Monitoring and Evaluation Framework. (Provide the structure of the organization, qualifications, and number of key staff for the assignment and their CVs).

The attention of interested consulting firm is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" November 2020, setting forth the World Bank's policy on conflict of interest. Firms intending to submit expression of interest should not have conflict of interest and unfair competitive advantage as per Bank's Procurement Regulations.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For firms participating in JV, each member of JV should independently meet the requirement of EoI criteria. For firm participating as association of lead and subconsultant, only the experience and qualification of lead firm will be assessed as per EoI criteria.

A Consultant will be selected in accordance with the **Consultant Qualification Selection** set out in the Procurement Regulations. *(The detailed Terms of Reference (TOR) for the assignment can be Obtained upon asking through Email: (proc.zesta@majismz.go.tz) and copy to saleh.suleiman@majismz.go.tz)*

Further information can be obtained at the address below during office hour, **07:00 to 03.30pm East African Time.**

Expressions of interest must be delivered in a written form to the address below: (Both hard copy along with soft copy by 7th June 2023 at 10:00 am local Time).

Ministry of Water Energy and Minerals
 ZURA building 5th floor,
 Procurement Unit, Room No. 502.
 Attn: Saleh Said Suleiman (Project Coordinator)
 P.O. Box 1569 Zanzibar
 Maisara, Zanzibar
 Tel: +255 776 858555
 E-mail: proc.zesta@majismz.go.tz and copy to saleh.suleiman@majismz.go.tz

Note: Submission of Softcopy only will not be considered in opening ceremony and any difference in hard and soft copy the information in hard copy will be used for evaluation.