



THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF WORKS



TANZANIA NATIONAL ROADS AGENCY

UPGRADING OF MNIVATA – NEWALA - MASASI ROAD (160 KM) TO BITUMEN STANDARD INCLUDING CONSTRUCTION OF MWITI BRIDGE

TERMS OF REFERENCE

FOR

CONSULTANCY SERVICES FOR TECHNICAL AUDIT FOR UPGRADING OF MNIVATA – NEWALA - MASASI ROAD (160 KM) TO BITUMEN STANDARD; LOT 1: MNIVATA – MITESA SECTION (100 KM) AND LOT 2: MITESA – MASAS SECTION (80 KM) INCLUDING MWITI BRIDGE: TENDER NO; AE/001/2025-26/HQ/C/51

MAY, 2026

**TERMS OF REFERENCE FOR CONSULTANCY SERVICES FOR TECHNICAL
AUDIT FOR UPGRADING OF MNIVATA – NEWALA - MASASI ROAD (160 KM)
TO BITUMEN STANDARD; LOT 1: MNIVATA – MITESA SECTION (100 KM)
AND LOT 2: MITESA – MASASI SECTION (80 KM) INCLUDING MWITI
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1. INTRODUCTION

The Government of the United Republic of Tanzania has received financing from the African Development Bank (ADB) and African Development Fund (ADF) in the form of a loan toward the cost of Upgrading of Mnivata – Newala – Masasi Road (160 km) to Bitumen Standard including Construction of Mwiti Bridge and intends to apply a portion of the proceeds of the loan to eligible payments under the contract for which the Terms of Reference is issued for the Consultancy Services for Technical Audit for Upgrading of Mnivata – Newala – Masasi Road (160 km) to Bitumen Standard including Construction of Mwiti Bridge.

2. PROJECT OVERVIEW

The Mtwara – Newala – Masasi Road (210km) is part of the South Road running from Mtwara to Masasi via Tandahimba and Newala. The road has been identified as a strategic corridor in the Tanzania road network. Mtwara-Newala-Masasi Road starts at Magomeni in Mtwara which is approximately 5 km from the town centre of Mtwara and terminates at Masasi where it joins Mingoyo -Tunduru Road. The Mtwara – Mnivata section is under construction using Government funding leaving a missing link of 160 km including the 84 m long Mwiti Bridge. The project starts at Mnivata, 50 km from Mtwara and pass through Newala and ends at Masasi town.

This road passes into two geological zones. The first is coastal sedimentary formation extending 125 km from the Indian Ocean to the edge of the Makonde plateau which produces deep well drained sandy soils with low moisture holding capacity. The second is granulites extending west of the coastal sediments which gives rise to deep well drained red clays to the north of Masasi town, coarse grained sandy soils to the south of Masasi town and well drained and heavily leached soils on the Makonde escarpment.

The first 50 km from Mtwara to Mnivata have recently been constructed to bituminous standard. The next 100 km which is the section to be constructed is a gravel road which has been maintained in good condition, it is easily accessible as the alignment follows the existing road alignment.

The Project is designed to include several components as follows;

1. Road Construction & Supervision,
2. Social Intervention (Goods & Works)
3. Capacity Building,
4. Project Management, and
5. Compensation of Project Affected Persons (PAPs).

3. PROJECT BENEFICIARIES AND PARTICIPATION

The direct beneficiaries of the intervention will be exporters, importers, small-scale cross-border traders, farmers, revenue authorities, businesses along the corridor, including transporters and the entire population of Mtwara, estimated at about 1.1 million people. About 60 villages (Mtwara, Tandahimba, Newala and Masasi Districts) along the corridor will benefit from enhanced access to social services such as schools, clinics, government administrative services and markets through reduced travel times and reduced transport costs. Youth and Women-led

enterprises and cashew nut farmers will benefit from training included during Project implementation. Other indirect beneficiaries include small scale businesses and, transporters and through passengers traversing the corridor. The Mtwara Port will also, substantially benefit from the improved road infrastructure to the hinterland and neighbouring regions

The project is also key part of GoT efforts to improve the underutilization of the Mtwara port following the augmentation of port capacity by improving the road networks in the region and beyond. At design study stage, the ESIA and RAP consultants widely consulted with the communities in the project area about anticipated impacts arising from implementation of the project and the actual need for the upgrading of the road section. Extensive consultations were conducted with key stakeholders including regional, district and township officials, local leadership, community members, PAPs, NGOs and CBOs active in the project area. TANROADS team also carried out consultations with inter alia, stakeholder's forum, Port Authority, Water Authorities, Education, Medical and District officers in the region. The consultations were aimed at disclosing the project to the public and interested parties so that timely and accurate information is shared. The consultations have created awareness and identified positive and negative socio-economic impacts of the road project and proposed mitigation measures to address the potential negative impacts during the project implementation and operation. Among the issues raised by the participants were concerns over employment opportunities for local residents in the project area; provision of pedestrian crossing and other non-motorised facilities; bus bays/stands; ensuring compensation is done in a timely, fair and transparent manner, and that women and youth livelihoods opportunities are boosted. Support to schools, hospitals/health centres, markets, cashews warehouses, and water supply was also emphasized by the stakeholders and shall be implemented under social interventions. Overall, there is a strong support for the project by the stakeholders. The stakeholders involvement is to continue during project implementation by mainstreaming some initiatives through grievance redress committees to also aide in monitoring of environmental and social impacts

4. PROJECT DESCRIPTION

The Mtwara – Newala – Masasi Road (210km) is part of the South Road running from Mtwara to Masasi via Tandahimba and Newala. The Mtwara – Mnivata section was constructed using Government funding leaving a missing link of 160 km including the 84 m long Mwiti Bridge. The project starts at Mnivata, 50 km from Mtwara and pass through Tandahimba, Newala and ends at Masasi town

The Project is packaged into two lots as follows:

- (i) Lot 1: Mnivata - Mitesa (100 km) Section
- (ii) Lot 2: Mitesa - Masasi (60 Km) Section including Mwiti bridge

The design assignment for the Upgrading of Mtwara – Newala – Masasi Road (210 km) to Bitumen standard including Mwiti bridge was completed in 2016 by M/s Multi-Tech Consult (pty) Ltd of Botswana in association with M/s UNITEC Civil Consultants Ltd of Tanzania.

5. COMMENCEMENT OF CIVIL WORKS

The Civil works for both Lots commenced on 01st November 2023. The contract duration for Lot 1 is 36 months and Lot 2 is 30 months; the original completion date for Lot 1 is 31st October 2026 while for Lot 2 is 30th April 2026.

However, due to the current progress of Works the projects are unlikely to complete in the scheduled time. The progress of works as of 31st December 2025 is 39.4% for Lot 1 and Lot 2 is 64.9%. Though there is still no potential claim for the Extension of Time but from the projected

progress of works, the projects are expected to complete on 31st July 2027 for Lot and 31st August 2026 for Lot 2.

To enhance the quality management system and value for money during the execution of the Upgrading of Mnivata – Newala - Masasi Road (160 km) to Bitumen Standard; Lot 1: Mnivata – Mitesa Section (100 km) and Lot 2: Mitesa - Masasi (60 km) including construction of Mwiti bridge, Tanzania National Roads Agency (TANROADS) seeks the services of a suitably qualified consultancy firm to carry out a **Technical Audit** for the construction of this road Project.

The concerned parties to the project are:

- i) Employer: TANROADS.
- ii) Supervisor's Representative: The Supervision Consultant for each Lot.
- iii) Contractor: The Contractor for each Lot.

The African Development Bank is financing this project and is represented by the AfDB Delegation in Tanzania.

6. OBJECTIVES OF THE ASSIGNMENT

The objectives of the assignment are as follows:

- i) Check if the Works are being performed as per requirements of specifications;
- ii) Examine whether sufficient controls are in place to mitigate the potential risks of the project;
- iii) Verify that the procured equipment are technically suitable and adequate for use in execution of the Works;
- iv) Verify that the deployed personnel are technically qualified for the execution of the Works;
- v) Ascertain that authority and responsibility for the execution of Works are assigned properly.
- vi) Verify the information system whether is adequate or not in providing assurance of proper execution of works.
- vii) Ensure that payments to be made for the project are in accordance with the actual Supervision Consultant's and Contractor's entitlement for payment.

The audit shall be carried out generally in accordance with the internationally acceptable guidelines on technical auditing of road projects. This assignment envisages a five-stage process as follows:

a) **Project Familiarization:**

To be carried out immediately after commencement of services. At this, the Auditor shall review all contract documentation, drawings, specifications, materials report and conditions of the contract to clearly understand the scope and complexities of the project. The Auditor shall also visit the project road sites to familiarize with the site conditions and at this stage, the Consultant shall submit Inception Report.

b) **Initial Audit:**

This phase should be carried out as soon as the inception report has been accepted but before or immediately after the Works are substantially completed and before issuance of substantial completion certificate in any Lot, whichever is earlier. This phase should be carried out after the

Auditor has assessed all Contract documents and the construction has commenced so that all of the correct procedures can be established from the beginning of the Project. In the first on-site audit, attention should focus on design issues, project management/ contractual issues and construction methodologies.

The report at the end of the Initial Audit should include details of any critical issue that the Auditor considers could have a possible influence on the successful completion of the Project. The suggested actions of the Authority must be clearly highlighted and prioritised, with summaries of the possible implications of the issues not being rectified. It should be noted that many of the concerns identified at this stage would have a serious impact on the successful completion of the Project.

c) Completion Audit:

To be carried out before issuing the substantial completion certificate for Lot 1 and before the end of Defects Notification Period for Lot 2 whichever come earlier. This Audit shall review the entire contract to determine conformance of all aspects. The degree and complexity of this Audit will depend on the results from the previous Audits and could include any recommendations for and supervision of any post-construction testing that may be required.

d) Defects Liability Audit:

To be carried out during the Defects Liability period before issuing the completion certificate. The Audit shall include recommendations for any improvement or better approach of implementing the interventions as may be required.

7. SCOPE OF THE ASSIGNMENT AND RESPONSIBILITIES OF THE TECHNICAL AUDITOR

7.1. Scope of the Assignment

The scope of the assignment is as follows:

- a. Review all contract documentation, drawings, specifications, materials report and conditions of the contract to clearly understand the scope and complexities of the project,
- b. Check whether the works are constructed as per design, drawings, and specification and assess the construction quality of the works.
- c. Find out the extent of linkages with Local Government Authorities and other institutions/stakeholders during and after project implementation.
- d. To examine and ascertain the following:
 - i) The contracts signed and any other documents included in the tenders for works and supervision,
 - ii) The proper organisation of the site and if there is compliance with the contractual requirements and with best practice in the road construction sector,
 - iii) The quality and quantity in relation to the payments made,
 - iv) Sound management of the contracts to minimise the risk of complaints, litigation and/or disputes, must be checked that each party duly meets its obligations.

The Auditor must report any anomaly that could affect these objectives and must make the appropriate recommendations to prevent or remedy them. The Auditor must be completely

independent of the parties carrying out the works and supervision contracts as well as of any particular interest in the State of the Employer that could compromise his independence.

7.2. The Tasks of the Auditor

The tasks of the Auditor shall, in particular, be as follows:

7.2.1. Verify adequacy of the contractual documents (works, supervision, Monitoring of Environmental and Social Management Plan and Baseline Data Collection, Improvement of Road Safety, Capacity Building and Data Collection and Sensitization of HIV/AIDS, STI, TB Mitigation and Gender Issues contracts). Checks shall notably include but not limited to the following:

- i) The consistency of the contractual documents,
- ii) The presence/absence of contractual document elements requiring correction or further action (expiry dates, changes to/renewals of guarantees, etc.),
- iii) The quality/adequacy of all the contractual items to manage the contracts properly,
- iv) Study the original engineering design, including the geometry, pavement structure, road furniture, bridges and drainage structures and advice on its adequacy.

7.2.2. Ensure, by traditional audit methods, the regularity of statements, requests for advance payments and invoices/Interim Payment Certificates issued by the Contractor for the works, approved by the Supervising Consultant/ Employer.

Checks shall be done on a suitable representative segment and shall notably include the following:

- i) Any audit operations of the Contractor's accounts performed by the Supervising Consultant.
- ii) Consistency between the quantities reported in statements and the quantities actually measured and recorded on-site and as-built drawings, with particular attention to earthworks, the thicknesses and surfaces of the different layers of road and the Contractor's material on site. Consistency between the technical qualities stipulated in the contract, those stated in the various supervision's reports and those actually noted on site.
- iii) The correct application of the price adjustment formula.
- iv) The correct fixing of any new unit prices established in the course of the works, based on a detailed price breakdown.
- v) Review whether there were any delays in releasing payments to the Consultant / Contractor for the work carried out as per Contract
- vi) Review whether the Contractor discharge his duties and obligations as per provisions of the Contract,
- vii) Examine the filing system and documentation, particular in respect of Contract Management documents and laboratory test results.

7.2.3. Verify whether the Supervision Consultant is effectively carrying out his duties in accordance with the supervision Contract's terms of reference and standard works supervision procedures. Confirm that procedures are functional and being followed by instructions, site orders etc.

7.2.4. Ensure, by traditional audit methods, the regularity of statements, requests for advance payments and invoices issued by the Supervising Consultant of the works by virtue of its own contract and approved by the Employer.

Checks shall notably include but not limited to the following:

- i) Inspection of the services actually performed as verifiable by the written records,
- ii) Consistency between the quantities shown in statements and the quantities actually noted on site, in particular with respect to geotechnical and topographical checks, the number of person-hours worked and the number of monthly fixed-price services (vehicles, office equipment, etc.),
- iii) Consistency between the technical qualities stipulated in the Contract, those announced and those actually noted on site,
- iv) The regularity of unit prices and price revisions.

7.2.5. Suggest, at all stages of his work, possible corrective measures of anomalies detected that could affect the quality of the works and avoid their repetition.

7.2.6. Make site visits, during which the sites shall be analysed for the following:

- i) The resources deployed by the Contractor and the Supervising Consultant (human resources, equipment, means of control, etc.);
- ii) The progress of the works compared with the work programme, and payments approved and determining causes for the delays;
- iii) The suitability of the traffic management at site and recommend any improvements necessary to optimise the traffic management;
- iv) The quality of the setting out of works and its adherence to the drawings; the consistency between the as-built drawings, the works actually carried out and the quantities accounted in the interim certificates of payment;
- v) The quality of the works in conformity with the Technical Specifications;
- vi) Project management documents: work register, execution plans approved by the works inspection team, minutes of site meetings, progress reports of the Supervising Consultant, contractual documents and service orders, and correspondence between the Contractor, the Supervising Consultant and the Employer;
- vii) Site management aspects: quality and efficacy of the topographical and geotechnical team deliveries and the laboratory testing, the adequacy and availability of equipment, etc;
- viii) Estimate expected completion date based on the continuation of present performance rate and at an accelerated production rate.

7.2.7. Assess Claims raised by the Contractor and analyse the Contract for potential areas where the Employer may be at risk for future Claims from the Contractor. Assessments shall include but not limited to the following:

- i) Pre-dispute situations likely to result in claims from the Contractor or a site shutdown;

- ii) Analyse Claims received from the Contractor and the initial evaluations carried out by the Supervising Consultant with a view to establish entitlements, time impact, financial impact, etc.;
- iii) Re-assess the Contractor's Claims to the entitlement of price revision for labour, reviewing the Claims documentation and the assessments by the Employer and the Supervising Consultant;
- iv) Review the Contractor's consolidated Claim for extension of time and assess whether the Claim has any merit and if so, what specific circumstances have to lead to the Contractor's entitlement to a time extension. Recommend any entitlements of the Contractor with respect to the extension of the period of performance;
- v) Assess if the Contractor has any potential right to a time extension for which the Contractor has not yet submitted a Claim.
- vi) Review the works Contract and conditions and advise on the Contractor's entitlement to the application of price revision;
- vii) Carry out the preliminary calculation of the Contractor's principal entitlement to payment for time-related costs for site operations at given points of the implementation of the project.

However, the Auditor may recommend more in-depth measures if necessary: in particular, as a member of a firm mandated by the Employer, shall have free access to the Supervising Consultant's laboratory where he may, if necessary, ask the Supervising Consultant to carry out additional laboratory tests. The Contractor shall be informed and associated with the process.

8. DURATION OF THE SERVICES

The total duration of the assignment shall be 30 months and shall be intermittent in an average of two (2) weeks site visit in every visit to carry out field works and prepare reports. The visits shall be distributed within the four stages of the assignment and shall have reporting requirements as follows:

Stage	Description	Auditor's Duration (months)	Works Duration (Months)	Reports
1	Project Familiarization	0.5	1	Inception Report
2	Initial Audit	1	6	Initial Audit Report
3	Completion Audit after issuing the substantial completion certificate	1	12	The Completion Technical Audit Report
4	Defects Liability Period Audit during the Defects Liability Period	1	24.5	Final Completion Technical Audit Report

The Auditor's schedule of the assignment shall status of Works and the agreed schedule.

Commencement of the Audit services is subject to the signing of the Contract and shall terminate when the final inspection of the works at the completion of the Defects Liability Period and the Supervision Consultant has fulfilled all his obligations under the Contract or as the Employer may decide.

9. REPORTS AND COMMUNICATIONS

9.1. Nature of communications

The Auditor shall communicate with the Employer following laid formal procedures and all reports shall be addressed to the Employer. The Employer will distribute the copies of reports to the AfDB and other stakeholders.

9.2. Reports

The Auditor is required to submit reports in each of the four stages of the assignment and is advised to follow a standard outline of the reports, which should generally include four main sections as follows:

- (i) Introduction;
- (ii) Findings and Analysis;
- (iii) Issues requiring Action of the Employer;
- (iv) Conclusion and Recommendations.

In addition, appropriate appendices/annexes shall be provided to support the findings. The report shall also have a concise but clear Executive Summary highlighting the key findings, issues/learnings, and recommendations of the study.

The reports shall be comprehensive, clear and concise and shall be written in simple language. Colour photographs shall be included to aid explanations, wherever possible.

Further, It will be the responsibility of the Auditor to clarify any matters related to the questionnaires, information whenever required during the execution of the assignment and during the implementation of the proposed interventions.

Each of the Report mentioned below shall be submitted in two (2) hardcopies and an electronic copy in pdf and word format.

The Auditor is required to submit reports as follows:

(a) Inception Report:

The Auditor shall submit the Inception Report, two weeks after commencement of services. The report should include the following:

- (i) A Work Program, Organisation Chart and field visit schedule
- (ii) Preliminary findings based on the desk study/review;
- (iii) A strategy to carry out the assignment clearly specifying inputs of the key staff and how the field teams are planned to be mobilized including the suggested field audit survey formats, questionnaires; analytical methods and reporting formats;

(b) Initial Audit Report:

The Auditor shall submit the Initial Audit Report two weeks after the Site visit. The reports shall include, amongst others, a description of the findings in the following areas:

- (i) The findings of the technical audit, comments on the implementation of the project and on the conformity of the operations inspected with the Contracts, and the progress made in relation to previous audit visits,
 - (ii) An analysis of the quality of the works and their rate of progress,
 - (iii) An analysis of the performance of all Contracts,
 - (iv) A current and forecasted financial analysis of the Contracts,
 - (v) Any challenges on site that require the Employer's/Financial Attention and action,
 - (vi) Recommendations and proposed for corrective measures to be taken,
 - (vii) Annexes including, among other things, photographic documentation, a statement of the measures taken on the site, and any other information the Auditor considers useful for his report.
- (c) Completion Audit Report:
- The Auditor shall submit the Completion Technical Audit report two weeks after receiving the comments/suggestions from TANROADS on the Draft Report. The Draft Report shall be submitted within two weeks after issuance of the substantial completion certification.
- (d) Final Technical Audit Report:
- The Auditor shall submit the Final Technical Audit report two weeks after receiving the comments/suggestions from TANROADS on the Draft Report. 5 Copies of the Draft Report shall be submitted within two weeks after the final inspection of the works on termination of the defect's liability period.

9.3. Timing

The services will commence immediately after signing the Contract and are estimated to be completed within 24.5 months. The following time frame/schedule (in 24.5 months) shall be adhered to in carrying out the Technical Audit for Mnivata – Newala - Masasi Road (160 km) to Bitumen Standard.

Signing and Commencement Date of Contract	-	M
Inception Report	-	M + 1
Initial Audit Report	-	M + 6
Comments from Client	-	M + 6.5
Completion Audit Report	-	M + 12
Comments from Client	-	M + 12.5
Final Technical Audit Report	-	M + 24
Final Completion Technical Audit Report	-	M + 24.5

Failure to submit reports whether at intermediate stages or overall, on specified time periods shall result to imposition of liquidated damages equal to 1/1000th (one thousandth) of the value of the part concerned payable per day of delay up to 15% (fifteen percent) of the said value.

10. KEY PROFESSIONAL STAFF QUALIFICATIONS, EXPERIENCE AND RESOURCES REQUIREMENT

The Auditor shall provide adequate staff to fulfil the objectives of the services and for which the Auditor shall receive remuneration as specified in the Contract document. The Professional Key staff to be provided by the Auditor is estimated at **24 staff months** covered by the services of Senior Highway Engineer/Team Leader, Pavement/Material Engineer/Quality Control, Bridge/Structural Engineer and Quantity Surveyor as key Professional Staff.

The Auditor will be provided with an office during every visit to the site. The Auditor shall arrange for all necessary equipment for smooth execution of the assignment and transport facilities during every visit.

10.1.Consultants Professional Key Staff: -

To execute his obligations, the Consultant shall provide qualified key staff for the assignment, and shall prepare a work programme, and a corresponding manning schedule, showing the timing of activities and the corresponding staff inputs required for the execution of the services. The Consultant shall employ only such key staff whose CVs have been approved by the Client. In addition to the expert personnel, the Consultant shall determine the **Support Staff** to assist to perform audit assignment related to on-site supervision and construction works.

The Consultant must provide in the proposal CVs and copies of highest education certificates for all professional and technical staff including the duration in man-months during which the staff will be deployed under the Contract.

(i) Highway Engineer/Team Leader

She/he shall be responsible for the proper conduct of the entire study and shall be the Principal Contact Person between the Auditor's team and the Employer. She/he must be a registered Civil Engineer by a recognized professional body with a degree in Civil engineering or equivalent qualification. Postgraduate qualification in Highway Engineering is an added advantage. He/she must have a minimum of twenty (20) years of cumulative experience related to road/bridge design/construction and ten (10) years of experience in audit of large projects related to civil construction works. She/he must have served in a similar capacity on at least three (3) projects for construction of bituminous roads of similar magnitude and complexity in the last 10 years. She/he must have experienced in Contract Administration in three (3) projects executed under FIDIC Conditions of Contract. In addition, he/she must have a working experience of at least 3 years in Sub-Saharan countries. Fluency in written and spoken English is mandatory.

(ii) Pavement/Materials Engineer

She/he must be a graduate Civil Engineer or equivalent qualification. Postgraduate qualification in Geotechnical or Pavement Engineering is added advantage. She/he must have a minimum of fifteen (15) years of cumulative experience in pavement/materials matters related to road works. She/he must have served as Material Engineer on at least three (3) road projects of similar magnitude and complexity in the last ten (10) years. She/he must have served as Technical Auditor in at least two (2) road construction projects. She/he shall be responsible for ensuring the quality of all materials to be incorporated in the works as well as the completed works conforms to the Contract specifications. In addition, he/she must have a working experience of at least 3 years in sub-Sahara countries. Fluency in written and spoken English is mandatory.

(iii) Bridge Engineer

She/he shall be responsible for ensuring the bridges and other drainage structures are constructed according to design and conform to the contract specifications.

She/he must be a registered Civil Engineer by a recognized professional body with a degree in Civil engineering or equivalent qualification. Postgraduate qualification in Bridge/Structural Engineering is an added advantage. She/he must have a minimum of ten (10) years of cumulative experience in bridge design and/or construction. She/he must have served in a similar capacity on at least three (3) road/bridge projects of similar magnitude and complexity in the last ten years. She/he must also have served as Technical Auditor in at least two (2) road construction project. In addition, She/he must have a working experience of at least 3 years in Sub-Saharan countries. Fluency in written and spoken English is mandatory.

(iv) Quantity Surveyor

She/he shall be responsible for ensuring that all payments, measurements, and evaluation of executed works submitted for payment by the Contractor conform to actual quantities executed on-site, and are in line with the approved design and Contract Specifications.

She/he must be a registered Quantity Surveyor by a recognized professional body with a degree in relevant field in road construction. Postgraduate qualification in Civil Engineering/ Quantity Surveying is an added advantage. She/he must have minimum of ten (10) years cumulative experience in quality control/materials on road/highway construction. She/he must have served in similar capacity on at least three (3) road/highway projects of similar magnitude and complexity in the last ten years. She/he must also have served as Technical Auditor in at least two (2) road construction project. In addition, she/he must have a working experience of at least 3 years in Sub-Saharan countries. Fluency in written and spoken English is mandatory.

10.2. Backstopping Staff

In addition to the Key staff, the Auditor is required to provide necessary backstopping staff with appropriate qualifications for the successful implementation of the assignment.

The backstopping staff shall be used as required for the provision of specific expert opinions. Their involvement shall be assessed by the Auditor and included in the proposal. The following are among but not limited to the possible backstopping Staff to be considered by the Auditor: Topographical Surveyor, Contracts Expert and Valuer. The Backstopping staff to be provided by the Auditor is estimated at **20 staff months**.

11. INTERVENTION METHODS, LOGISTICS AND TIMETABLE

11.1. Place of Project

The Project is located in Mtwara Region. However, currently, the Employer's office is based in Dar es Salaam and may shift to Dodoma. Therefore, the technical audit assignment shall take place in Mtwara, Dar es Salaam and Dodoma, Tanzania.

11.2. Schedule

The Auditor will undertake the technical audit assignment following the schedule as indicated in Item 7 above.

During the implementation of the assignment, the Auditor's Team Leader must always be contactable within 72 hours, even when outside Tanzania, so that he/she can deliver any opinions requested within the required time.

12. THE OBLIGATIONS OF THE AUDITOR

- (i) The Auditor shall keep an inventory of all the documents made available to him by the Employer or produced in the course of the execution of the assignment. These documents, which shall be entrusted to his safekeeping, must be returned at the end of the assignment. The Auditor shall analyse and interpret the information provided, which must be treated as confidential.
- (ii) All information, data and reports obtained from the Client in the execution of the Consultancy Services shall be properly reviewed and analysed by the Consultant. The Auditor shall be responsible for the correctness of using such data. All such information, data and reports shall be treated as confidential.
- (iii) The Auditor shall be responsible for arranging for all necessary office and living accommodation, transport, equipment, supplies, secretarial services, and such other services.

13. DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

- (i) The Client shall facilitate the access by the auditing team to the site facilities and works and shall ensure that the team is provided with an office on site.
- (ii) The Client will provide liaison with the Government Ministries and Departments in order to introduce the Consultant to them. However, the Consultant shall be fully responsible for collecting data and information from these agencies; paying for them where applicable.
- (iii) The Client will make available: study reports, including appendices, etc. relevant to the assignment, that have been carried out by or for the Client and any other relevant data available, which are necessary for the proper execution of the assignment.
- (iv) The Client will assist the Consultant to:
 - (a) Obtain formal consent from outside authorities or persons having rights or powers in connection with the works or the site thereof;
 - (b) Obtain ministerial orders, sanctions, licenses and permits in connection with the works; and
 - (c) Register a non-Tanzanian firm and Senior Staff with the Engineers Registration Board. Any associated cost will be borne by the Consultant.

14. PAYMENT TO THE CONSULTANT

Payment shall be made according to the following schedule:

- (i) **Twenty (20) percent** of the lump-sum amount shall be paid upon submission of the acceptable Inception Report;
- (ii) **Twenty (20) percent** of the lump-sum amount shall be paid upon submission of the acceptable Initial Audit Report;

- (iii) **Thirty (30) percent** of the lump-sum amount shall be paid upon submission of the acceptable Completion Audit Report; and
- (iv) **Thirty (30) percent** of the lump-sum amount shall be paid upon approval of the Final Technical Report.

15. INSTITUTIONAL FRAMEWORK

The Auditor will be responsible to the Chief Executive, TANROADS and reports to the Director of Projects and work closely with the Directorate's staff to accomplish specific task components on daily basis.