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Cambodian Water Supply Association (C.W.A)

Term of Reference

On

**CONSULTANT TERMS OF REFERENCE FOR PIPE WATER SUPPLY
MASTER PLAN DEVELOPMENT**

March 26th, 2024

Project title:	Business Plan Development for PWO.
Project goal:	To develop a 5-year business plan for six targeted Private Water Operators.
Geographical areas/Project Location:	CWA members are operating in Cambodia.
Estimated life of Project:	102 Days
Expected Start Date:	May 1 st , 2024.
Expected Completion Date:	September 30 th , 2024
Direct beneficiaries:	Private Water Operators (PWOs) as CWA's members
Primary contact for the project:	<p>Minh LIM (Mr.), Executive Director, Cambodian Water Supply Association (CWA) Office Phone: (855) 17 799 337 (855) 97 717 9943 (855) 70 799 337 Hand Phone: (855) 77 42 00 31 E-mail: minh.lim@cwa.org.kh Website: www.cwa.org.kh</p>
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1. OVERVIEW

Rationale

CWA has obtained funding from the Water.org to execute the project named **“Improved access to water for Cambodian living in poverty project”** the main objective is helping Private Water Operators (PWO) get access Financing. To expanding Water.org partnerships with PWOs to serve unreached households through service improvements, increased financial access, and reducing non-revenue water loss affect investment return Water.org and CWA hiring a consultant firm to develop 5-year Master Plan with investment Plan for sixth PWOs.

About Cambodian Water Supply Association (CWA)

Cambodian Water Supply Association (CWA) is a local professional association with in-depth expertise in the water supply sector spanning both urban and rural areas of Cambodia. For over a decade, CWA has played a pivotal role in supporting and safeguarding the interests of its members who are private water operators (PWOs), operating across the country. Furthermore, it has fostered productive collaborations with relevant ministries, development partners, financial institutions, and service and equipment suppliers. Notably, CWA is recognized as a key player in partnering with the Ministry of Industry, Science, Technology and Innovation of Cambodia (MISTI) to achieve the ambitious goal of providing clean, safe, and affordable water to all Cambodian citizens. The core roles of CWA are (1) to support and promote cooperation among PWOs in Cambodia, (2) to enhance knowledge and technical skills through the dissemination of best practices, and (3) to foster the sustainability expansion of water supply services throughout the country. As of 2023, CWA had a total of 321 members of which 282 are licensed PWOs, operating in 23 provinces.

About Water.org

Water.org has been at the forefront of developing and delivering solutions to the water crisis for three decades. Founded by Gary White and Matt Damon, Water.org challenges the traditional approach by pioneering innovative, community-driven, and market-based solutions to ensure all people have access to safe water and sanitation; giving women hope, children's health, and communities a future. Water.org has positively transformed the lives of more than 30 million individuals in Asia, Africa, Latin America, and the Caribbean by providing access to safe water and improved sanitation. Water.org's headquarters is in Kansas City, Missouri, USA.

2. OBJECTIVES

The consultancy firm develops a six-business plan with a clear investment Plan by consulting with PWOs, CWA, and Water.org.

Water.org intends to engage consultant firms with previous experience of working with PWOs. Previous experience in assessing development work in water and sanitation would be an advantage. The selected consultant will be engaged to provide services for 6 PWOs in developing a Business Plan and Advisory for Access to Financing Non-Government Funds.

3. SCOPE OF WORKS

- i. Review PWO existing business plan and collect importance data from PWOs.
- ii. Detail Engineering Design (DED) on pipe expansion and Water treatment plant expansion or Maintenance, that have ability of a distribution system to deliver an adequate quantity of water to meet the present and projected demands of the domestic, commercial, and industrial users.
- iii. Assess Water Loss for water leakage causes identify and develop Water Loss Reducing Plan and Investment
- iv. Develop the 5-year business plan with a clear investment plan.
- v. Advisory on technical and financial aspects for 6 PWOs' access to finance for the non-government fund.

4. LOCATION

Although the tasks will be done in-person by one Private Operator to another operator whose operations are spread nationwide.

5. METHODOLOGY

Methodological Framework

The consultant must use their platform on the survey tools to collect the existing data from six PWOs including piped network and business plan. The data collection will be analyzed by consultation with PWO, CWA and Water.org. Consultant will use the result of analysis to develop the 5 years business plan for six PWOs.

Deliverables and Key Dates

CWA and Water.org anticipate that this assignment will be delivered between **May 1st – Sep 30th, 2024**. We understand that activities and timelines per activity may change according to the Consultant's proposal; however, an approximate expected time requirement and key activities are as follows:

Key tasks and activities

Deliverables	Key Dates
1. Gather relevant information from CWA and the PWOs to plan the activities and schedule. Submit inception report detailing work strategy and schedule to CWA and Water.org.	May 1 st , 2024
2. Present the platform of a Master Plan Review and Development, Detail Engineering Design (DED), and Assess Water Loss by reviewing the survey data that comes in.	June 15 th , 2024
3. Administer the tasks using a method and platform approved together.	June 30 th , 2024
4. Ensure quality control in the data collection, and review and ultimately approve or reject by the consultant lead.	July 1 st , 2024
5. Submit the primary results or progress to CWA and Water.org. Additionally, all documents, reports, and findings about a Master Plan review and Development, DED document, and Water Leakage will be kept confidential by the Consultant after the assigned assessment is completed.	Sep 15 th , 2024
6. Submit the Final Six Master Plan with DED document along with: i. the Pipe Distribution Network investment ii. the Water Treatment Plant Expansion Investment iii. the Water Loss result with and Cost Estimation of the Water Loss Reduction	Sep 30 th , 2024

6. QUALIFICATIONS

Applicants may be firms with a designated team lead and have at least the following qualifications:

1. The proposed staffing plan with a sufficient number of PWOs.
2. Demonstrated experience and familiarity with the pipe water sector.
3. Demonstrated experience with a Master Plan Development of Private Pipe Water Supply.

4. Consultants will maintain independence and the highest professional ethical standards in collecting and reviewing information and presenting the results. Consultants will not share collected information and findings outside without the permission of CWA and Water.org. Consultants shall have Insurance to cover all assigned staff and assets by the time a contract is signed.

7. SUBMISSION REQUIREMENTS

The proposals must be submitted no later than 5 pm (Phnom Penh time), 31st April 2024 by email provided in the contact details with “Assess the water loss and develop a master plan”. Any proposals submitted after this time and date will not be considered.

The applicant is required to submit the proposal, and with an indication of a daily rate for each task/service. The rate should include any and all costs to carry out the work in the specified location. In addition to the proposal fee, the applicant should also detail any other relevant assumptions or required terms.

Interested consultant is invited to submit their express of interest which include but not limited to the following document:

1. Letter of express of interest
2. Consultant profile and dedicated team assigned
3. Proposing fee of this120 Days assignment.

For further information:

To CWA Office at Phnom Penh Center, Building F, 2nd floor, room 269, Sangkat Tonle Bassac, Phnom Penh, or email to: info@cwa.org.kh before **22nd April 2024**.

Woman Consultant is strongly encouraged for this assignment!