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**REQUEST FOR EXPRESSIONS OF INTEREST  
ADVERTISEMENT  
(INDIVIDUAL CONSULTANT)  
COUNTRY: RWANDA**

1. Program: **Preparation of Rwanda Kigali Climate Smart Wastewater Management Project**
2. Position: **Wastewater Management Support Expert**
3. Employer: **WASAC Group**
4. Grant Number: **S0942A**

**1. Background**

The Government of Rwanda has received funds from the Asian Infrastructure Investment Bank (AIIB) through its Project Preparation Special Fund (PPSF) toward the cost of preparation of Kigali Climate Smart Wastewater Management Project (Project). The Project is being prepared by the Water and Sanitation Corporation (WASAC) Group Ltd, the entity which has the mandate to manage all water and sanitation infrastructure in Rwanda. The Project aims to establish sustainable, low-emission and climate-resilient sanitation infrastructure in Kigali City, supporting the national goals of environmental protection, green growth, and improved urban resilience. Part of the financing is intended to cover eligible payments for the recruitment of a Wastewater Management Support Expert.

A consulting firm for preparation of Feasibility Studies, Environmental & Social Impact Assessment with safeguard documents (ESIA) and detailed engineering designs (DED) for Kigali Climate Smart Wastewater Management Project is under recruitment process and is hereinafter referred to as the 'Consulting Firm'.

To ensure quality assurance, effective coordination, and technical review, WASAC Group Ltd seeks to hire an Individual Consultant - Wastewater Management Support Expert (Expert) to provide technical support Project preparation stage and provide capacity building.

2. WASAC Group now invites interested candidates (Individual Consultants) to apply and indicate interest in providing these services. Interested Individual Consultant must provide information indicating that he/ she is qualified and has relevant experience to perform the services (detailed CVs, academic and professional qualifications, relevant copies of academic degrees and other certificates, description of experience in similar assignments, etc.). The detailed Terms of Reference can be found at WASAC's website <https://www.wasac.rw>.
3. Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the Asian Infrastructure Investment Bank's "Procurement Policy" dated July 2024, which is available on the Bank's website at <https://www.aiib.org>. The Individual Consultant shall be selected based on his/ her relevant experience, qualifications, and ability to carry out the assignment. Please note that interest expressed by an Individual Consultant does not imply any obligation on the part of WASAC Group to include him/ her in the shortlist.

**4. Qualification Requirements:**

The Expert shall meet the following minimum requirements:

- ✓ Master's degree or higher in Environmental Engineering, Sanitary Engineering, Civil Engineering (Wastewater option), Water Resources and Environmental Management or in equivalent discipline.
- ✓ At least 15 years of general experience in design and implementation of infrastructure projects.
- ✓ At least 7 years of professional experience in reviewing and supervising feasibility studies and detailed designs and implementation of centralized sewerage/wastewater systems.
- ✓ Shall have worked as a Wastewater or Sanitation Expert on at least one project in the last five years involving tertiary treatment of sewage/wastewater or involving treated wastewater reuse systems.
- ✓ Familiarity with international standards and guidelines (e.g., WHO, ISO, IFC, and World Bank Environmental and Social Framework).
- ✓ Experience in climate-resilient infrastructure and nature-based wastewater treatment shall be an advantage.
- ✓ Shall have worked on at least one project financed by multilateral development banks or international development organizations.

**5. The Applicant shall provide:**

- (i) Full time contact mail address and mobile phone numbers;
- (ii) Contact details of his/her Clients/Employees in the last 5 years;
- (iii) Names of three referees and their contact mail addresses including mobile/cell telephone numbers;
- (iv) Copies of National Identity Cards (IDs) or passports.

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- 6. Remuneration:** The Expert shall be remunerated through a negotiated lump sum including fees and reimbursable expenses.
- 7.** Interested Individual Consultants may obtain further information at the following address during office hours [9-15 GMT] or by e-mail:

WASAC Group  
P.O Box 2331 Kigali,  
KN4 Av 8, CENTENARY HOUSE, Nyarugenge District,  
Kigali Rwanda  
E-mail: [dprocurement@wasac.rw](mailto:dprocurement@wasac.rw)

- 8.** Written Expressions of Interest together with the CVs, copies of degrees and relevant certificates must be delivered in a sealed envelope clearly marked: **"Wastewater Management Support Expert"** or could be submitted in one file by e-mail to the address above by no later than **06/04/2026 at 3:00 PM (GMT)**.

  
**Dr. Asaph KABAASHA**  
Chief Executive Officer  
WASAC Group





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**TERMS OF REFERENCE FOR RECRUITMENT OF WASTEWATER MANAGEMENT SUPPORT EXPERT**

**PROJECT: Preparation of Rwanda Kigali Climate Smart Wastewater Management Project**

**SOURCE OF FINANCE: ASIAN INFRASTRUCTURE INVESTMENT BANK**

**GRANT NUMBER: S0942A**

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**Individual Consultant: Wastewater Management Support Expert**

**1. Background**

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To ensure quality assurance, effective coordination, and technical review, WASAC Group Ltd seeks to hire an Individual Consultant - Wastewater Management Support Expert, hereinafter referred to as 'Expert' to provide technical support during Project preparation stage and provide capacity building.

**2. Objective of the Assignment**

The overall objective of this assignment is to provide technical and advisory support to WASAC Development Ltd during preparation of the Project for financing by AIIB, including review of the Consulting Firm's deliverables for the Project in line with international best practices, national standards, and financing requirements.

**2.1. Specific Objectives**

- ✓ Provide expert guidance in the design of the complete wastewater management system and treated wastewater reuse system, including wastewater conveyance, wastewater treatment, sludge treatment, treated wastewater reuse, disposal of treated sludge & unused treated wastewater and design review.
- ✓ Support WASAC in reviewing and finalizing the deliverables of the Consulting Firm.

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- ✓ Ensure that proposed designs meet Rwanda's regulatory framework and climate-smart standards.
- ✓ Support technical discussions and provide inputs during review and validation meetings.

### 3. Scope of Work / Key Responsibilities

The Expert shall work closely with WASAC's Project Management Team to provide the Services and carry out the following key tasks:

#### 3.1 Technical Review and Quality Assurance

- ✓ Assist WASAC's project team to collect data, reports and other information to provide to Consulting Firm.
- ✓ Review and provide comments on all deliverables prepared by the Consulting Firm including on design drawings, inception, interim progress reports, draft and final reports submitted by the Consulting Firm.
- ✓ Assess and ensure technical soundness of the feasibility study, technology selection, designs including drawings, O&M manuals, specifications of materials & Works, bills of quantities etc.
- ✓ Verify hydraulic design parameters, process flow diagrams, mass balance analysis etc. at every treatment level, layout plans, and cost estimates.
- ✓ Ensure proposed systems incorporate climate-smart, energy-efficient, and resource-recovery solutions (e.g., sludge reuse, biogas, solar integration etc.).
- ✓ Support the review of ESIA, environmental and social safeguard instruments, Resettlement Action Plan (ESIA, ESMP and RAP) etc.

#### 3.2 Stakeholder collaboration and Technical Support

- ✓ Work closely with WASAC technical team and other stakeholders during project preparation.
- ✓ Participate in periodic technical meetings and validation workshops.
- ✓ Support the preparation of Terms of Reference, technical notes, progress reports and briefing documents as needed.
- ✓ Participate in field visits and provide support during validation of the design and procurement stages.

#### 3.3 Capacity Building and Knowledge Transfer

- ✓ Provide on-the-job technical training to WASAC staff on centralized sewerage system project planning, study review, construction, project monitoring and evaluation.
- ✓ Develop concise technical guidelines or checklists for future centralized and semi-centralized wastewater projects.
- ✓ Training WASAC sanitation staff on software used in sanitation projects design.

### 4. Deliverables

The Expert shall deliver the following outputs:

1. **Work plan** –understanding of assignment, methodology and Work plan.
2. **Training Plan and Materials** subject to review before delivery and provide training materials in both softcopy and hardcopy.



3. **Review Reports:** Provide comprehensive technical and management comments on the Consulting Firm's deliverables (inception, feasibility, design, ESIA, RAP, PIM and tender documentation). Throughout the assignment.
4. **Project brief** to the Client whenever is required
5. **Monthly/Quarterly Progress Reports:** summarizing key activities, meetings, and recommendations. Submitted in five (5) working days of the following month;
6. **Final Completion Report** on technical review findings, recommendations for implementation, lessons learnt, and capacity-building report. Submitted fifteen (15) days prior to the end of the assignment.

## 5. Duration of the Assignment

The Expert shall be contracted for a period of 12 (Twelve) months from the date of commencement notice, with the possibility of extension depending on the satisfactory performance, the needs of the project, and fund availability.

## 6. Reporting and Supervision

The Expert shall report directly to the Single Project Implementation Unit Coordinator. Close collaboration shall be required with the Sanitation Department, Procurement Unit, and other Client departments.

## 7. Qualification and Experience Requirements

### 7.1 Education

- ✓ Master's degree or higher in Environmental Engineering, Sanitary Engineering, Civil Engineering (Wastewater option), Water Resources and Environmental Management or in equivalent discipline.

### 7.2 Professional Experience (Adequacy for the Assignment)

- ✓ At least 15 years of general experience in design and implementation of infrastructure projects.
- ✓ At least 7 years of professional experience in reviewing and supervising feasibility studies and detailed designs and implementation of centralized sewerage/wastewater systems.
- ✓ Shall have worked as a Wastewater or Sanitation Expert on at least one project in the last five years involving tertiary treatment of sewage/wastewater or involving treated wastewater reuse systems.
- ✓ Familiarity with international standards and guidelines (e.g., WHO, ISO, IFC, and World Bank Environmental and Social Framework).
- ✓ Experience in climate-resilient infrastructure and nature-based wastewater treatment shall be an advantage.
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### 7.3 Skills

- ✓ Strong analytical, reporting and team working skills.
- ✓ Proficiency in reviewing technical drawings and engineering design documents.
- ✓ Proficiency in CAD Softwares and GIS softwares.
- ✓ Excellent written and verbal communication skills in English.

### 8. Facilities and Resources

WASAC Development Ltd shall provide:

- ✓ Office space with utilities, access to office equipment (laptop with licensed standard software, printer, photocopier, internet connection etc.) and office supplies (paper, printer ribbons/toners, stationery etc.) for the purpose of the assignment, when working at WASAC HQ.
- ✓ Free access to special purpose technical software, as available with WASAC, for project planning, hydraulic analyses, drafting of drawings & documents, GIS etc.
- ✓ Access to relevant project data, reports, and Consulting Firm's deliverables.
- ✓ Facilitation for stakeholder meetings, workshops, and field visits as required.

### 9. DUTY STATION

Based at WASAC headquarters but with regular supervisory and site visits to WASAC projects.

### 10. EVALUATION CRITERIA

Evaluation of the above qualifications and experience shall be done based on the following criteria and scores:

a.	<i>Education qualification</i>	30 %
b.	Adequacy for the assignment (described in the ToR)	65%
c.	Experience of working on projects financed by multilateral development banks or international development organizations.	5%
	<b>Total weight</b>	<b>100%</b>

### 11. Payment Schedule

Payments shall be monthly upon reception of monthly report accepted by the supervisor.

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