

Terms of Reference

Lusaka City

Chilenje Market Rain Water Harvesting Infrastructure

14 May 2026

ICLEI Africa invites applications to participate in a project titled,
“AfriFOODlinks”

Bids due: 3 June 2026, 17h00.

All bids should be valid for 30 days.

Bids and technical queries can be sent to Project Manager: amy.murgatroyd@iclei.org
with cc to: meembo.changula@iclei.org

*ICLEI Africa reserves the right not to appoint a service provider in relation to this
Terms of Reference.*

Introduction

The AfriFOODlinks project aims to improve food and nutrition security, while delivering positive outcomes for climate and the environment, and building social and ecological resilience in 65+ Cities (5 European and 15 African Implementation cities and 40+ Network Cities) cities by: applying an urban food systems lens to promote shifts to healthy, sustainable diets, transforming urban food environments through real-world socio-technical experiments; promoting inclusive multi-actor governance to empower public officials, small businesses and communities with ownership and agency to shape their food systems; and accelerating innovative, women- and youth-led agri-food businesses to support local value addition and inclusive economic participation.

This contract serves to build on the infrastructure work completed at Chilenje Market, with the aim of making Chilenje a model fresh produce market in the City of Lusaka. Rainwater harvesting infrastructure is an important intervention as it improves water security and strengthens the market's resilience to climate-related pressures. By capturing and storing rainwater from market roof structures, the system can provide an alternative water source for cleaning, sanitation, and other non-potable uses, reducing pressure on municipal water supplies and lowering operational costs. The infrastructure also helps to manage stormwater runoff, reducing flooding, erosion, and water accumulation within the market during heavy rainfall events. This contributes to a cleaner, safer, and more functional trading environment for market users.

Scope of Work

The selected Service Provider will be responsible for the design (where applicable), supply, installation, and completion of the following infrastructure works:

- **Rainwater Harvesting System:** Supply and install **four** 5000 liter water storage tanks, with appropriate guttering systems to ensure a minimum roof catchment area of 60m² per tank. Systems should include basic filtration systems to prevent foreign materials entering the tanks via gutting, an appropriate overflow system and tap fitted to each tank with a water meter attached to enable tracking actual water provision from each tank. Each tank should be on a raised base at least 40cm off the ground to allow for effective filling.

Contractor Expertise Requirements

The Service Provider must demonstrate:

Technical Capacity

- Proven experience in infrastructure construction
- Competence in water systems
- Ability to deliver durable, context-appropriate solutions



Operational Capability

- Experience working in live market environments with minimal disruption
- Strong project management and on-site coordination skills

Compliance and Safety

- Knowledge of local construction standards and regulations in Zambia
- Ability to implement appropriate health and safety measures

Reporting and Communication

- Clear communication with ICLEI Africa and Lusaka City Council
- Ability to document and report on progress and completion

Fluency in English is required.

Overall contract value

Bidders are required to submit a proposed budget, **not exceeding a total value of EUR 6250**. The contractual partnership is limited to the agreed fixed amount, and in accordance with the time/duration of the contract period.

The contractor will report to the ICLEI Africa project team.

Application Requirements

Applicants are required to submit a proposal to Project Manager: amy.murgatroyd@iclei.org with cc to meembo.changula@iclei.org by no later than 3 June 2026, 17h00.

Proposals must include the following elements:

- A narrative proposal of no more than 3-pages, that outlines the approach/methodology, work plan and risk assessment.
- CV/CVs of contractor teams
- A brief summary of relevant past project to demonstrate alignment and skills related to this work – with no more than five lines describing each output (with URL links where possible)
- A detailed budget
- Certificate showing that the company is a duly registered Zambian company.
- Tax compliance certificate from the Zambia Revenue Authority.

Selection Criteria

- Demonstrated experience and expertise evidenced through past projects
- Understanding of the ToR, clear methodology and workplan presented
- Skills and team composition
- Financial proposal and value for money



Timeline

Submission deadline: 3 June 2026, 17h00

Work commences: 12 June 2026

Construction completed: 7 September 2026

Handover to City Council & final report due: 14 September 2026

Contract end: 30 September 2026

Note: We highly encourage all applicants to submit a further application to complete the works under the ToR “Chilenje Market Upgrades”.

ICLEI Africa RESERVES THE RIGHT NOT TO SHORTLIST A SERVICE PROVIDER IN
RELATION TO THIS REQUEST FOR EXPRESSION OF INTEREST.

Please be aware if you do not hear any feedback, either ICLEI Africa has decided not to appoint a service provider for this piece of work, or you have been unsuccessful in your application.

