



LILONGWE CITY COUNCIL
REQUEST FOR PROPOSAL
**OPERATION AND MAINTENANCE OF THE KAUMA CO-
COMPOSTING FACILITY**

Date: 20th June 2022

1. Background

Lilongwe City Council (the “Council”), aiming to address the problem of poor organic waste management in public market areas, environmental and public health issues associated with organic waste in landfills, and to create a circular economy with organic and sanitation waste, has partnered with WASTE Advisers to develop a co-composting facility at the Kauma Wastewater Treatment Site. The facility has been operational for 6 months to demonstrate the viability of the business model and penetrate the market with the products. The existing infrastructure includes sheds for composting; storage room, water tanks, ablution block and wire fencing.

A detailed description of the operations is attached as to this bidding document. It is the responsibility of the bidder to familiarise themselves with this document as it will assist them to develop their business plan.

The Council therefore invites technical and financial proposals from potential private operators for a Service Agreement to operate and maintain the Kauma Co-composting facility.

2. Objective of the Service Agreement

The main object of the Service Agreement is to enable for the efficient, environmentally and socially sustainable operation and maintenance of the Kauma Co-composting facility by a private operator. This will include:

- a) The management of the solid waste being disposed at the site in accordance with the operating manual attached to this RfP;
- b) Health and Safety standards for operating staff;
- c) Environmental Standards by which the site must comply;
- d) Production of high-quality and sanitised compost from organic waste matter;
- e) Marketing and sales of the product
- f) The Private Operator can propose any additional sources of revenue subject to the approval of the Council and in accordance with the provisions of the Service Agreement;
- g) The Private Operator may wish to make additional capital investments on the premises for additional income streams. This needs to be documented in the bid (Annex V) and

additional time will be granted to the operator to recover their investments. This will be documented in the Service Agreement;

- h) Perform and fulfill all other obligations in accordance with the provisions of the Service Agreement, and matters incidental thereto or necessary for the performance of any or all of the obligations of the Private Operator;
- i) Coordinate skip deliveries with private sector or Council operators, arrange for, and monitor and truck skip purity to ensure it is high quality organic material with minimal plastic contamination (note: Bidder must adhere to existing communication and monitoring systems put in place by WASTE Advisers)
- j) Coordinate deliveries of ground nut waste and deliveries of dried faecal sludge

3. Qualifications and Experience

The Private Operator should have demonstrated experience running a linear production facility and/or demonstrated experience in sales preferably of agricultural inputs or ability/capital to mobilise a sales team. The Private Operator should preferably have experience in the Waste Value Chain. The Private Operator will need to submit a Capital Expenditure Plan, and financial statements providing evidential support.

4. Period of Assignment

The Service Agreement will be for a period of 12 months with a possibility of extension upon satisfactory performance.

The LCC shall hold a Pre-Bid Meeting on Tuesday, 30th, 2022 at 10:00am at LCC Civic Offices. The pre-bid meeting shall be preceded by a site visit.

Interested potential Consultants may obtain further information at the **address (1)** below during office hours from *7:30 am to 4.30 pm*.

- 1. Attention: The Principal Procurement Officer**
Lilongwe City Council
Robert Mugabe Street,
Civic Offices, City Centre,
P.O. Box 30396
Lilongwe 3

E-mail: andrew.ngalande@gmail.com

Proposals in sealed envelopes clearly labeled “**Kauma Co-Composting Site Service Agreement**” must be delivered to the **address (2)** below in sealed envelopes in the **Tender Box** at the **Reception** by

19th July 2022 not later than **10:00hrs**.

- 2. The Chairman, Internal Procurement and Disposal Committee**

**Lilongwe City Council
RobertMugabe Street,
Civic Offices, City Centre,
P.O. Box 30396
Lilongwe 3**