



# CIRCULAR ECONOMY

## TERMS OF REFERENCE

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### **Consultancy to Conduct a Participatory Value Chain Study for the Waste Management (Plastic and Glass Bottles) in Mwanza and Pemba, Tanzania**

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**Date: April 2026**

**Location: Mwanza and Pemba**

#### 1. BACKGROUND

Trias is an international development organization that supports family farmers and small-scale entrepreneurs in 17 countries, including Tanzania. Its mission is to empower individuals and their member-based organizations (MBOs) to become change agents who contribute to their livelihoods, social development, and environmental conservation. Trias' vision is to see a world in which entrepreneurship and respect for people and the planet go hand in hand.

Through funding from Enabel, Trias is implementing the INCLUCITIES Project in Mwanza City and Pemba. The project aims to enhance the availability and usage of quality business development services, accessible financial services, and capital investment in key economic sectors in the target areas. The project addresses challenges facing entrepreneurs, micro and small enterprises (MSEs), and growth-oriented small and medium enterprises (SMEs), including informal sector dominance, unemployment, inequality (especially youth and women), financial exclusion, and environmental concerns.

Trias' project activities fall under implementation Output 1.1: The ecosystem of non-financial service providers is strengthened. MSMEs and entrepreneurs have access to quality Business Development Support (BDS) services, are aware of the opportunities of the green economy, and have improved their financial literacy and access to finance. To achieve this output, the implementation will fall under the following key activity clusters:

**Activity cluster 1.1.1:** Strengthen the Ecosystem of Service Organizations (i.e. TCCIA, ZNCC, TWCC, SIDO, ZEEA) by providing needs-based Technical Assistance.

**Activity cluster 1.1.2:** Build capacity of participating Service Organizations regarding green, circular, digital economy and selected value chains.

**Activity cluster 1.1.3:** Enhance Entrepreneurship, Financial Literacy of Women and Youth Groups, and Investment Readiness of Women-Owned and Youth-Owned Enterprises.

In this context, Trias seeks to address the growing environmental and economic challenge of waste management in Mwanza and Pemba. The rapid urbanization and consumption patterns in these regions have led to an increase in plastic and glass bottle waste, which presents both an environmental hazard and an untapped economic opportunity. This study will focus on analyzing the potential for a circular economy around plastic and glass bottle waste, with a view to promoting employment, local investment, and environmental sustainability.

The primary beneficiaries of this initiative are entrepreneurs, particularly youth and women, and micro and small enterprises operating in the waste management and recycling sectors in Mwanza and Pemba. The implementing partners in this project are the Tanzania Chamber of Commerce (TCCIA) in Mwanza, the Tanzania Women Chamber of Commerce (TWCC) in Mwanza, the Zanzibar National Chamber of Commerce (ZNCC), and Ennovate Ventures.

## 2. OBJECTIVES OF THE ASSIGNMENT

The overall objective of this assignment is to conduct a comprehensive overview of the businesses under the circular economy including plastic and glass bottle waste, solid waste, etc in Mwanza and Pemba. The assignment will identify and address inefficiencies, opportunities for value addition, and potential interventions to enhance the profitability, sustainability, and competitiveness of circular economy businesses especially for small and medium-scale entrepreneurs.

Further, the assignment aims at enhancing the MSMEs growth, mostly owned by women and youth. The study will entail unlocking the capacity gaps for the enterprises including the business cases development, compliance, financial literacy, financial statement preparation, business management and record keeping, etc.

The specific objectives of the assignment are:

- **Map the Circular Economy (CE) opportunities and Value Chains:** Identify and analyze the flow of materials from generation (source) to final disposal or recycling. This includes mapping all key actors and stakeholders (waste generators, informal waste pickers/collectors, aggregators, transporters, recyclers, and end-users of recycled products), their linkages, and existing value-addition points. The Circular Economy Components that the assignment sought to undertake include; Reuse and refill systems, Repair and maintenance services, Remanufacturing and refurbishment, Organic waste valorisation (composting, bio-inputs), Recycling and upcycling (including but not limited to plastics and glass), Industrial symbiosis (waste-to-resource matching), Circular logistics and product-as-a-service models
- **Analyse the Enabling Environment:** Assess the existing policy, regulatory, and institutional framework governing waste management in Mwanza (mainland Tanzania) and Pemba (Zanzibar). Identify barriers and opportunities for formalizing the sector and attracting investment.
- **Identify Investment and Enterprise Development Opportunities:** Pinpoint viable business models and market opportunities for SMEs in waste collection, sorting,

processing, and recycling of plastic and glass and other chains under the circular economy. This includes analysing cost-benefit ratios, pricing, and profit distribution across the value chain, and the comparison between Mwanza and Pemba viability.

- **Assess Social and Gender Dynamics:** Evaluate the roles of women and youth in the current waste management system, with a focus on their economic empowerment, working conditions, and potential for greater participation in higher-value activities.
- **Recommend Priority Interventions:** Provide actionable recommendations for Trias, its partners (TNCC - Mwanza, TWCC - Mwanza, and ZNCC - Pemba), and the Technical Working Group on how to strengthen the Circular Economy ecosystem, improve the performance of the circular economy businesses identified from the study, and promote sustainable and inclusive entrepreneurship.
  - Highlight the modality that the Member-Based Organizations (MBOs) (TNCC, TWCC, and ZNCC) under the INCLUCITIES project could translate the study findings into sustainable action in addressing the functions across the Waste Management value chain.
  - Translate the findings into structured policy dialogue to ensure the Chambers (TNCC, TWCC (Mwanza), and ZNCC)) play a meaningful advocacy role within the Circular Economy (CE) ecosystem
  - Involve the project partners like FETA, VETA, SIDO and LGAs in translating the study recommendations and the support that they can provide the CE SMEs.
- **Assess Environmental Impact:** Quantify the potential environmental benefits of improved Circular Economy, i.e. waste management and recycling, such as reduced plastic pollution in Lake Victoria and the Indian Ocean, and reduced landfill waste.
- **Assessment of the financial instruments needed:** In this aspect, the consultant should explicitly illustrate the financial structures that could be incorporated in the identified circular economy businesses to leverage the sustainable access to finance by the key actors in the sector. (financing models, i.e., credit guarantees, asset finance, working capital, etc.)

### 3. SCOPE OF WORK

This study will provide a comprehensive analysis of the plastic and glass bottle waste stream, mapping out all key stakeholders and actors from the point of generation to the point of final valorisation or disposal.

#### **Geographical Scope**

The study will be conducted in Mwanza (focusing on Ilemela and Nyamagana) and Zanzibar Pemba (focusing on Chake chake and Wete).

## Focus Areas

The study will examine the entire Circular Economy (CE) potential businesses with a focus on:

- **Waste Generation & Segregation:** Sources of plastic and glass waste (households, businesses, hotels, markets), volumes, types, and current segregation practices at source.
- **Collection & Aggregation:** The system of waste collection, including the role of informal waste pickers, community-based organizations (CBOs), and private companies. Analysis of aggregation points, transportation logistics, and associated costs.
- **Recycling & Processing:** Existing recycling infrastructure and technologies for plastic and glass and other waste chains as identified from the potential businesses around the circular economy. Assessment of current processing capacity, end-products, and market demand for recycled materials (e.g., recycled plastic pellets, cullet for glassmaking, alternative construction materials).
- **Market & End-Use:** Mapping of off takers for recycled materials, both locally and regionally. Analysis of market prices, quality requirements, and potential for new product development by local entrepreneurs.
- **Disposal:** Analysis of final disposal methods (e.g., landfills, open dumping) and their environmental and social impacts.

## Key Actors

The study will engage a diverse range of actors along the Circular Economy (CE):

- Waste generators (households, hotels, restaurants, shops, industries).
- Informal waste collectors, sorters, and itinerant buyers.
- Community-Based Organizations (CBOs) and cooperatives are involved in waste management.
- Small and medium-sized enterprises (SMEs) in the collection, transport, and recycling.
- Wholesale buyers/aggregators.
- Recyclers and manufacturers use recycled materials.
- Government institutions (local government authorities, regulatory bodies like NEMC in Mwanza, and ZEMA in Pemba).
- NGOs and development partners are active in the sector.
- **Other actors** in circular economy components such as Reuse and refill systems, Repair and maintenance services, Remanufacturing and refurbishment, Organic waste valorisation (composting, bio-inputs), Recycling and upcycling (including but not limited to plastics and glass), Industrial symbiosis (waste-to-resource matching), Circular logistics and product-as-a-service models.

## Assessment of Opportunities & Cross-cutting Themes

The study aims to identify opportunities for value chain actors while assessing:

- **Environmental Sustainability:** Quantifying the reduction in environmental pollution and contribution to a circular economy.
- **Economic Viability:** Analysing income generation, employment potential, market trends, and business case for various recycling models.
- **Social Inclusion:** Assessing the roles and working conditions of women and youth in the informal sector and identifying pathways to formalize and improve their livelihoods.
- **Policy & Regulation:** Analysing the impact of existing laws (e.g., plastic bans) and identifying policy gaps that hinder or enable sector growth.

## Implementation & Stakeholder Engagement

The study will be conducted under the oversight of Trias, with co-implementing partners (TCCIA Mwanza, TWCC Mwanza, and ZNCC) guiding the engagement of key stakeholders. Staff from these partners will participate in the process to build their capacity.

Additionally, the consultant will provide advisory support to a Technical Working Group (TWG) formed by project implementers. The TWG will include:

- Co-implementing partners' staff.
- Government officials from local government and relevant institutions (e.g., departments of environment, urban planning).
- Representatives from waste collection SMEs, recyclers, and CBOs.

This study will serve as a strategic foundation for developing a sustainable, market-driven, and inclusive waste management system in Mwanza and Pemba.

## 4. METHODOLOGY

The consultant should describe the methodological overview and the method of undertaking the assignment. The methodology should clearly describe the approach, tools, and techniques that will be used. This includes specifying the data collection methods (e.g., surveys, key informant interviews, focus group discussions with waste pickers, site visits to dumpsites and recycling facilities), sampling procedures, and analytical frameworks (e.g., value chain mapping, material flow analysis, business canvas model).

The consultant should highlight how the methodology ensures accuracy, relevance, and a participatory approach that includes marginalized groups like informal waste workers and other informal actors in the circular economy chains. A well-defined methodology will demonstrate the consultant's understanding of the assignment and their capability to deliver high-quality results.

The consultant will employ an approach to rapidly validate and diagnose existing waste management actors (collectors, aggregators, recyclers) across Mwanza and Pemba. This will involve on-site unit economics diagnostics at 20–30 pre-identified MSMEs to assess cost structures, profit margins, and operational constraints, alongside market-back validation

through engagement with off-takers to document market demand, quality specifications, and pricing.

The process will leverage existing project actors within the INCLUCITIES network including TCCIA, TWCC, ZNCC, SIDO, LGAs and Ennovate Ventures to accelerate access and build on established relationships. Participatory validation with MSMEs, informal workers, and the Technical Working Group will ensure findings are practical and co-created.

The consultant will synthesize findings into 20–30 mini business cases (2–3 pages each) featuring costed upgrade options, return on investment (ROI) analysis, and finance-ready packs with proposed financing instruments.

The consultant should attend at least two Technical Working Group (TWG) meetings to advise on decisions which will affect the MSMEs

## 5. DELIVERABLES

The consultant is expected to deliver the following:

- Raw/Original cleaned data from the field.
- An inception report outlining the agreed methodology, data collection tools, and detailed timelines.
- Interim findings presentations (virtual or in-person) to Trias and partners.
- A validation workshop (debriefing) to present findings and recommendations to Trias, partner organizations, and the Technical Working Group (TWG).
- A draft report of the full study.
- Enterprise directory in Mwanza and Pemba (At least 100), 20 – 30 mini business cases (2-3 pages each) with costed upgrade options and Return On Investment (ROI), and finance ready pack (short financials, use of funds and proposed instruments)
- Off-taker Specification sheets, policy one pager (English and Swahili) especially for the actors in the living labs.
- Short synthesis report (20 pages max: summarizing pipeline, quick wins, risks, and costed Entrepreneurs Support Organization (ESO) action plan
- A final report including a comprehensive analysis, value chain maps, identified business opportunities, case studies, and actionable recommendations for Trias and the TWG.
- A policy brief and an executive summary in English and Swahili, targeting government and key stakeholders.

## 5. QUALIFICATIONS AND EXPERIENCE

1. Delivery of Finance ready packs, An MBA, Finance, Business Intelligence, Finance Certified or related fields.
2. Proven experience in circular economy opportunity development, MSME upgrading, and green entrepreneurship is a plus.
3. Demonstrated success in generating bankable business cases and linking MSMEs to markets/finance.
4. Expertise in business and financial modelling, value chain analysis, and enterprise diagnostics
5. Experience working in Mwanza and Zanzibar (Pemba), with a strong understanding of the local context, including the informal sector and relevant regulatory frameworks.
6. Professional experience in qualitative and quantitative data collection and analysis.
7. Strong participatory facilitation and BDS capacity-building skills. Experience working with Chambers, MSMEs, and local governments in Tanzania or East Africa
8. Excellent communication and facilitation skills.

## 6. TIMELINE

The consultancy is scheduled to commence in May 2026, with a detailed timeline to be established in collaboration with the selected consultant. The assignment timeline is four weeks' time including data collection and final report.

## 7. EVALUATION CRITERIA

The proposal will be evaluated based on:

- **Technical Expertise of the Team (30%):** Demonstrated experience in conducting similar studies in waste management and circular economy.
- **Technical Proposal (25%):** The proposal should be clear, detailed, and well-structured, demonstrating a thorough understanding of the project requirements and a feasible, participatory approach.
- **Experience (20%):** Quality and relevance of past assignments, including demonstrated local experience in Mwanza and Pemba.
- **Communication and Professionalism (15%):** The consultant must demonstrate excellent communication skills, professionalism, and the ability to work collaboratively.
- **Budget Breakdown (10%):** Reasonableness and coherence of the proposed budget.

## 8. BUDGET AND PAYMENT TERMS

The total budget for this assignment is 25,000 euros to be paid in three instalments:

- 1st Instalment (40%): Upon signing of the contract.
- 2nd Instalment (30%): After submission and approval of the first draft report.
- 3rd Instalment (30%): After submission and approval of the final report.

### **Please note:**

- The financial proposal should include a breakdown of all costs (consultant fees, DSA, transport, team member costs, etc.).
- The stated budget is inclusive of any applicable taxes (e.g., 5% withholding tax).

## 9. SUBMISSION REQUIREMENTS

Interested consultants should submit **(In one document)**:

- **Technical Proposal:** Covering the interpretation of the TOR (1 page max), methodological approach (3 pages max.), Workplan (1 page max) and proposed timeline.
- **Financial Proposal:** Covering all costs related to the consultant's duties.
- **Team Profiles:** (Maximum 100 words per team member, Link or Description Relevant past experience (1-2 pages)

Please submit your documents to [trias.tanzania@trias.ngo](mailto:trias.tanzania@trias.ngo) no later than 10<sup>th</sup> May 2026.

## 10. LEGAL AND ETHICAL CONSIDERATIONS

The consultant must adhere to all relevant legal frameworks and ethical standards. This includes ensuring informed consent from all participants, maintaining confidentiality of sensitive information, and declaring any potential conflicts of interest. The consultant must conduct all engagements in a culturally sensitive and respectful manner, with particular attention to the rights and dignity of informal waste workers. The consultant must comply with Trias' safeguarding and data protection policies.

## 11. CONTACT INFORMATION

For inquiries or additional information, please contact:

Email: [trias.tanzania@trias.ngo](mailto:trias.tanzania@trias.ngo)