

Chapter 3 Project Evaluation

Chapter 3 Project Evaluation

3-1 Recommendations

3-1-1 Preconditions for Project Implementation

The Government of Malawi needs to consider the issues listed below for the smooth implementation of the Project.

(1) Establishment of education infrastructure management unit

The Education Infrastructure Management Unit (EIMU) responsible for the infrastructure development projects was formed in 2010 under the Department of Education Planning, the Ministry of Education, Science and Technology. Infrastructure development implemented by other donors was managed by external implementation units formed for each project. The EIMU of its own was formed with an intention to implement projects smoothly. Because the Project is a grant aid for community empowerment, the EIMU needs to be involved in bidding evaluation of construction work and furniture and equipment procurement, tax exemption arrangement, and securing the budget for bank arrangement handling fees as the key unit of the Malawi side at intergovernmental meetings. The unit currently consists of 24 members, 13 of whom are technical staff.

(2) Compliance with injection matters (before and after launch) by the Government of Malawi

It is important to ensure that the work the Malawi side is responsible for is carried out in accordance with the project schedule. Specifically, the Government of Malawi needs to cut trees and remove roots and its reclamation that may hinder the construction work of all the six project sites before the project starts. It also needs to obtain building permit for the Nanjiriri / Blantyre Urban, located within the city assembly zone in the southwestern part of the country. Electricity and water need to be drawn in on four sites and two sites, respectively, and the exterior work needs to be performed on all sites after the launch of the project. The Malawi side needs to perform their work in a timely manner within the project schedule (27.5 months).

3-1-2 Preconditions and External Conditions for Achieving Overall Project Plan

Issues the recipient country needs to tackle and external conditions for the emergence and continuation of effects of the project are listed below.

【Issues Malawi Needs to Tackle】

(1) Appropriate allocation of teaching and administrative staff and securing of school management fund

The Ministry of Education, Science and Technology and education division offices need to make arrangements of teachers and administrative staff who will be needed for the implementation of the project, which include hiring and relocation at an appropriate time, so that they will be allocated immediately after the completion of the project. In addition to proper allocation of qualified and able teachers, such school employs as accountants, assistant librarians

and laboratory assistants as well as facility maintenance workers with proper skills need to be also allocated to effectively use newly developed facilities.

(2) Preparation of textbooks, teaching materials, and consumables for science laboratory experiments and machinery and equipment necessary for IT education

Malawi needs to prepare textbooks, teaching materials, chemical agents and other consumables for science experiments as well as computers and other IT device to be installed in libraries for the classrooms, libraries and science laboratories to be built in the Project. It is expected to prepare teaching materials and machinery and equipment necessary for regular curriculum on the Malawi side so that the facility will be used effectively.

(3) School maintenance and maintenance activities (raising awareness of community participation)

Schools, local communities, and education division offices involved in school operation need to work in cooperation and conduct regular and organized maintenance activities in order to properly maintain facilities to be developed in the Project and use them effectively for a long period of time. The school management committee (SMC) consisting of the headmaster, teachers, key figures in the community and representatives of parents, parent-teacher association (PTA), and the local community are expected to raise their awareness of participation and a maintenance body to be participated by teachers, parents and students is expected to be organized to perform routine inspections, cleaning and regular repair work. At the same time, the education division offices are also expected to provide technical and financial assistance.

【External Conditions】

(1) Implementation of action plan of the Government of Malawi based on overall educational goals

The National Education Sector Plan (NESP 2008-2017) has three key goals: ① increase of equitable access to education, ② improvement of quality and social nature of education, and ③ improvement of governance and management capacity of education sector. The ESIP 2009-2013 that is the five-year implementation plan of the NESP 2008-2017 clarifies annual action plan by theme and the Project is part of the action plan. 1.1.1 up-grading of CDSSs, 1.2.2 construction of students' hostels, and 2.5.2 construction of staff houses in the table are directly linked with facility construction. However, comprehensive improvements—assistance for opportunities of education and private secondary schools, increase in the number of teachers and development of qualified teachers, development of educational and teaching materials, and improvement of school management—is needed in order to achieve the three goals. The implementation of the action plan by the Government of Malawi is one of external conditions for the emergence and continuation of effects of the Project.

(2) Implementation of CDSS expansion and improvement plan assisted by SWAp

A sector pool fund is planned to be set up with financial assistance by major donors that assist

the education sector in 2010 to assist the five-year implementation plan (ESIP 2009-2013). Assistance is expected to be extended to secondary education facilities in the framework of such sector wide approach (SWAp) in Education.

3-2 Project Evaluation

3-2-1 Relevance

(1) Project beneficiaries

Direct beneficiaries of the Project are students and teachers of the target secondary schools. However, the improvement of facilities and enrollment of secondary education will benefit the local residents who are the general public of the country.

(2) Project goals and urgency

The Project aims to improve CDSS educational infrastructure through the development of the school facilities with an overall goal to improve access to secondary education and its quality. There is no sufficient secondary education facility to accommodate rapidly increasing enrollment in secondary education in accordance with the spread of primary education. There is an urgent need to eliminate the major factors that hinder the improvement of access by developing secondary school facilities and the urgency of the Project is high.

(3) Relevance in terms of management and maintenance

Facilities to be developed in the Project are in accordance with the standard design of the projects implemented by other donors (WB and AfDB) under the Ministry of Education, Science and Technology and no advanced skills for their management and maintenance are needed. Existing facilities developed in similar specifications are used actively with necessary funds and proper staff allocation. The facilities to be provided in the Project will be also managed and maintained sufficiently with funds, human resources and skills of the Malawi side.

(4) Contribution to achievement of goals of mid- to long-term development plans

The Project contributes to the achievement of expansion of access and fairness and the increase in total enrollment in secondary education by expanding access from 23.5 percent in 2012 to 30.5 percent in 2017 that are goals of Malawi's overall plan, Vision 202, and the overall educational plan, National Education Sector Plan 2008-2017 and the Five-Year Implementation Plan 2009-2013.

(5) Profitability

The Project is to develop secondary school facilities and the operation cost is managed with the school tuition (tuition, textbook fees and dormitory fees) set by the Government, donation and funds decided by each school, and funds from the national budget. Thus, there is no direct profit from the Project.

(6) Negative impact on environment and society

Although the site environment partially changes, which include removal of existing trees and installation of wastewater treatment facilities, as a result of the Project implementation, it is planned to comply with the environment standards of Malawi and minimize negative impacts that include destruction of nature and water contamination. Because the Project is to build educational facilities on existing school premises and it is to directly benefit the local community, the Blantyre City Office confirmed that there is no need to apply for environmental impact assessment.

(7) Feasibility as a grand aid for community empowerment

The Project design is the standard design similar to projects implemented by other donors and it is not difficult for the construction sector in Malawi. The Ministry of Education, Science and Technology that is the executing body of the Project also has sufficient experiences in handling of international tendering and evaluation of public works projects. Thus, it is fair to conclude that there is no special difficulty in implementing the Project as Japan's grant aid for community empowerment.

(8) Need and advantage of using Japanese technologies

The Project is implemented based on the grant aid scheme for community empowerment therefore the construction work heavily depends on skills of local construction companies. However, bidding management for the implementation, quality control and schedule and cost management are performed by Japanese consultants under the contract with the Procurement Agent and thus their skills and advantages will be exerted in a similar manner to general grant aid projects.

3-2-2 Effectiveness

(1) Quantitative effect

The outputs of the Project listed below are expected to have quantitative effects.

- Increase in the number of classrooms at target schools will accommodate twice as many students as they do now from 1,113 students (2009) to 2,153 students (after completion). Because there is no other secondary school within a commuting distance in the target site area, it provides opportunities of education for students who have completed primary education with no chance to go to a secondary school.
- Students' hostels (2 buildings with capacity of 56) as well as kitchens and halls are built on four sites in the rural areas for students who can hardly commute to schools. This will help increase the girls' ratio of the target schools and improve the living environment of female students who have been forced to commute long distance or stay at temporary lodging and boarding houses near their school in a bad environment.
- Staff houses (8 units) are built for about 50 percent of the required number of teachers on four sites in rural areas. This will ease the significant shortage of staff houses and improve their working conditions. This will also facilitate employment and allocation of

qualified teachers, which will result in an increase in the ration of qualified teachers.

Table 3-1 Expected Quantitative Effects

Indicator	Standard (2009)	Target (2017)	Note
Increase in enrollment of target schools	1,113	2,153	
Increase in ratio of female students of target schools	42.0%	50%	Only four schools where students' hostels are built
Increase in ratio of qualified teachers of target schools	38.6%	50%	Only four schools where staff houses is built

(2) Qualitative effects

The outputs of the Project listed below are expected to have qualitative effects.

- Increase in classroom capacity will increase the enrollment of students and improve the education continuance rate in the target areas.
- Development of educational facilities necessary for secondary education will help improve the internal efficiency (lowering of repetition and dropout rates) and improve the result of the certificate examination to prove completion of secondary education (passing rates of the certificate examination to prove completion of first half and second half of secondary education).
- Construction of students' hostels for girls will help increase the enrollment of female students in the target areas as well as internal efficiency (lowering of repetition and dropout rates of female students).

The Project is expected to have the effects described above and contribute to the goals of the overall education plan of the country, National Education Sector Plan 2008-2017-- expansion of access to and equity of education, improvement of quality and social nature of education, and improvement of governance and management capacity. Therefore, it is fair to conclude that the Project is highly relevant and effective.

Appendices

1. Member List of the Study Team
2. Study Schedule
3. List of Parties Concerned in the Recipient Country
4. Minutes of Discussions
5. References
6. Other Relevant Data

1. Member List of the Study Team

1-1. Member of the Basic Design Study 1 (September 13 to October 9, 2009)

Mr. Yuki ARATSU	Team Leader	Senior Advisor to the Director General, Human Development Department, Japan International Cooperation Agency
Ms. Minako SUGAWARA	Project Coordinator	Assistant Director, Basic Education Division 2, Basic Education Group Human Development Department, Japan International Cooperation Agency
Mr. Taizo SHISHIDO	Project Manager/ Facility Planning	Matsuda Consultants International Co., Ltd.
Ms. Hatashi MORIYA	Education Planning	Matsuda Consultants International Co., Ltd.
Mr. Mitsuhiro SHIMADA	Construction Planning	Matsuda Consultants international Co., Ltd.
Mr. Hiroko ISHIKAWA	Procurement Planning/ Cost Estimation	Matsuda Consultants international Co., Ltd.
Mr. Tomohiro OSAWA	Facility Planning/ Education Planning 2	Matsuda Consultants international Co., Ltd.

1-2. Member of the Basic Design Study 2 (November 14 to December 19, 2009)

Mr. Yuki ARATSU	Team Leader	Senior Advisor to the Director General, Human Development Department, Japan International Cooperation Agency
Ms. Minako SUGAWARA	Project Coordinator	Assistant Director, Basic Education Division 2, Basic Education Group Human Development Department, Japan International Cooperation Agency
Ms. Nami ARAKAWA	Procurement Management Planner	Second Construction Management Division First Management Department Japan International Cooperation System
Mr. Taizo SHISHIDO	Project Manager/ Facility Planning	Matsuda Consultants International Co., Ltd.
Ms. Hatashi MORIYA	Education Planning	Matsuda Consultants International Co., Ltd.
Mr. Mitsuhiro SHIMADA	Construction Planning	Matsuda Consultants international Co., Ltd.
Mr. Hiroko ISHIKAWA	Procurement Planning/ Cost Estimation	Matsuda Consultants international Co., Ltd.
Mr. Masao HASHIMOTO	Procurement Planning 2/	Matsuda Consultants international Co., Ltd.

Survey Coordinator

1-3. Member of the Explanation on Draft Report (October 12 to 22, 2008)

Mr. Akihiko HOSHINO	Team Leader	Deputy Resident Representative, Japan International Cooperation Agency Malawi Office
Ms. Minako SHIOTSUKA	Project Coordinator	Officer, Japan International Cooperation Agency Malawi Office
Mr. Taizo SHISHIDO	Project Manager/ Facility Planning	Matsuda Consultants International Co., Ltd.
Mr. Mitsuhiro SHIMADA	Construction Planning	Matsuda Consultants international Co., Ltd.

2. Study Schedule

2-1. Study Schedule of the Basic Design Study 1

			Officials		Consultants					
			A	B	C	D	E	F	G	
			Leader	Project Coordinator	Project Manager/ Facility planning	Education planning	Facility planning/ Education planning 2	Construction Planning 1	Procurement planning/ Cost Estimation	
			ARATSU	SUGAWARA	SHISHIDO	MORIYA	OSAWA	SHIMADA	ISHIKAWA	
1	13-Sep	Su			18:20 NRT→HKG HKG→	by JL 735 by SA 287				
2	14-Sep	M			→JNB →LIL	by SA 170				
3	15-Sep	Tu			Meeting w/JICA (Scheduling, etc.)					
4	16-Sep	W			Discussion w/MoEST (Inception report)					
5	17-Sep	T			Discussion meeting w/EDMU 10:30 Discussion meeting w/EIMU 14:30			NRT→HKG (JL735) HKG→ (SA287)		
6	18-Sep	F			Discussion to Central Western DEO Site survey (Chinsapo, Mkwichi)			→JNB →LIL(SA170) Arrival at Lilongwe		
7	19-Sep	S			Site visit (Madisi CSS by WB) Site survey (Manyani-Kasung CDSS) Discussion w/ Northern ED			Accompany with PM		
8	20-Sep	Su			Site survey (Chindindindi, Rukuru)			Accompany with PM	NRT→HKG (JL735) HKG→ (SA287)	
9	21-Sep	M	17:30 NRT→SIN SIN→	by NH901 by SQ478	Team meeting and data analysis Consultants research (M.D. Initiative Ltd.)			Team meeting and data analysis Accompany with PM		
10	22-Sep	Tu	→JNB→LIL	by SA170	Research to MoLHUD, various Standards, design documents Meeting w/JICA (Scheduling, Survey Progress Reporting, etc briefing by Officials)			Accompany with PM	Construction industry research	
11	23-Sep	W	Courtesy call with the SEST MoEST Discussion meeting with Ministry Finance (Tax exemption) Discussion meeting with MoEST (Prioritized Target Area and Site)		09:00, Discussion meeting with AfDB 10:00 14:30			NRT→HKG (JL735) HKG→ (SA287)	Building marketing research, Distribute questionnaires	
12	24-Sep	T	Courtesy call and discussion w/ Central Northern DEO Site visit in Lilongwe area (Manyani CDSS, Madisi by WB, Tchawale by AfDB)					→JNB →LIL(SA170) Arrival at Lilongwe	Procurement, transport research Distribute questionnaires	
13	25-Sep	F	Discussion w/MoEST (Draft of Minutes, etc) Discussion w/MoEST (selected 9 schools, compornents)			Discussion with MoEST's division concern Discussion meeting with DFID, GTZ			Procurement, transport research Distribute questionnaires	
14	26-Sep	S	Site visit (Central west ED, Kang'oma, Nseche)							
15	27-Sep	Su	Team meeting and data analysis							
16	28-Sep	M	Signing Minutes of Meeting 08:30 Reporting to JICA, EOJ.			Discussion with MoEST's division concern Revenue Office			Construction industry,marketing research Accomp. PM	
17	29-Sep	Tu	Consultative Mission of SMASSE 14:55 LIL→JNB by SA171	with Dr. Chakwera & Mr. January	Collecting data from EDMU(WB) and EIMU(AfDB) Moving to Brantyre(Visit Bilira CDSS on the way) Start at 10:00					
18	30-Sep	W	14:35 JNB→SIN by SQ479	10:30 LIL→LSK by KQ 722	Site survey (Malavi & Nanpungo-Chiradzulu and Chikhwaza-Mulanje) Courtesy call and discussion w/Shire Hight Land ED 15:00				Construction Industry, in Zomba	
19	1-Oct	T	06:55 SIN→NRT by NH112		Site survey (Dizwe, Namalomba-Balaka), Domashi college of Education Courtesy call and discussion w/ South East ED 15:00				Contractor research Distribute questionnaires	
20	2-Oct	F			Site survey: existing schools. (schools by WB and AfDB) National SS in BT and Nankumba C				Consultants research Distribute questionnaires	
21	3-Oct	S			Site survey (Chifunga CDSS-Mwanza, Nanjiriri CDSS-BT Urban) Courtesy call and discussion w/ South Westan ED 15:00				Supplier research Distribute questionnaires	
22	4-Oct	Su			Moving to Lilongwe (Visit one school on the way) Site visit to Magomero Vocational Rehabilitation Centre for Handicaps					
23	5-Oct	M			Discussion w/JICA Collect data MoEST				Construction industry, marketing research	
24	6-Oct	Tu			Collect data EIMU Collect data EDMU Hearing from Lawer	Discussion with MoEST's division concern Data analysis			Accomp. PM Supplementary survey Collect questionnaires	
25	7-Oct	W			Reporting to JICA Reporting to MoEST				Supplementary survey Collect questionnaires	
26	8-Oct	T							Daeparture form Lilongwe 13:00 LIL→JNB→ by SA171	
27	9-Oct	F							→HGK by SA286 HGK→NRT 20:10 by JL732	

Reference

MoEST: Ministry of Education, Science and Technology MoF: Ministry of Finance MoLHUD: Ministry of Lands, Housing and Urban Development
DEO: District Education Office EDMU: Education Management Unit SMASSE: The strengthening of mathematics and science education in secondary school project
PIU: Project Implementation Unit DFID: Department of International development GTZ: Deutsche Gesellschaft für Technische Zusammenarbeit

Note: CDSSs for this project are yet to be confirmed, after which a detailed site survey will be conducted for the selected schools.

2-2. Study Schedule of the Basic Design Study 2

		Officials			Consultants					
		A	B	C	D	E	F	G	H	
		Leader	Project Coordinator	Procurement Management Planner	Project Manager/Facility Planning	Education Planning	Construction Planning	Procurement/Survey Coordinator (enforce staff)	Procurement Planning/Cost Estimation	
		ARATSU	SUGAWARA	ARAKAWA	SHISHIDO	MORIYA	SHIMADA	HASHIMOTO	ISHIKAWA	
1	Nov.14	Sat								NRT→HKG HKG→
2	Nov.15	Sun								JNB→LIL
3	Nov.16	Mon								Meeting w/ JICA (Scheduling, etc.) Meeting w/ MoEST(Scheduling, etc.)
4	Nov.17	Tue								Prep. Of Sub-Contract for Land survey works
5	Nov.18	Wed								Discussion w/ MoEST No.1 Reporting of analysis results in Japan, Reconfirmation of the selected schools for the project
6	Nov.19	Thu								Discussion w/ MoEST No.2 Re: Component 1st Discussion w/ MRA Re: Tax exemption
7	Nov.20	Fri								Discussion w/ MoEST No.3 Re: Furniture and Educational Equipment
8	Nov.21	Sat								Discussion w/ MoEST No.4 Re: Component 2nd
9	Nov.22	Sun								Data analysis, Draft of M/D Prep. Of Interview for L-Consultant in LIL
10	Nov.23	Mon								Team meeting and data analysis NRT→HKG HKG→
11	Nov.24	Tue								Discussion w/ EDMU and EIMU Supplemental data collection Interview w/ L-consultant and Questionnaires →JNB JNB→LIL
12	Nov.25	Wed								Discussion w/ MoEST No.5 Re: Component 3rd Marketing research of construction industry Questionnaire (Contractors in LIL)
13	Nov.26	Thu								Discussion w/MoEST No.5 Re: Component 4th Moving to Brantyre Survey in LIL(Cons.-In.) Q-nnaires(Contractors)
14	Nov.27	Fri								JICA Office: Internal Meeting, Progress Report from Consultant Accompany with Officials Prep. Of Land Survey Request of Quotation Survey in BT Q-nnaires(Contractors)
15	Nov.28	Sat								Discussion w/MoEST 2nd Accompany with Officials Survey of Sub-Contract Quotation Survey in BT Q-nnaires(Consultant)
16	Nov.29	Sun								ODPP, Tax Exemption Survey at MoEST Survey of Sub-Contract Selection of Consultants Q-nnaires (Spare Day) Q-nnaires(Spare Day)
17	Nov.30	Mon								Drafting M/D Accompany with Officials Survey at MoEST Team meeting and data analysis
18	Dec.01	Tue								Drafting M/D Team meeting and data analysis
19	Dec.02	Wed								Signing M/D Reporting to JICA Office and Japanese Embassy Accompany with Officials Survey of Sub-Contract Negotiation w/Consultant Q-nnaires (Supplier) Concerned Ministries Survey in LIL (Bldg.)
20	Dec.03	Thu								LIL→JNB overnight at JNB Moving to Brantyre (Site visit Balaka A-2 Dziew CDSS on the way to BT) Survey of Soil Conditions (Zomba Geology Lab.) Accompany w/PM Moving to Brantyre
21	Dec.04	Fri								Tax exemption (MRA) Discussion w/South West DEO, scheduling Supplemental Survey Sub-contract w/Land Surveyor Survey in BT for Construction Industries Q-nnaires (Consultants), Survey Con-ed Ministry
22	Dec.05	Sat								JNB→HKG Moving To Lilongwe Visit to NCIC South West ED: Selected School Survey 1 (Nankumba) Survey at Similar Facilities 1 (Blantyre Lural) Survey in BT for Construction Industries Const. Material(gravels/sand) , Equipment Supply
23	Dec.06	Sun								HKG→NRT Visit to WB, AIDB Visit to EDMU/EIMU Shire High Land ED: Selected School Survey 2 (Chikwaza) Survey in BT (Const.-In.) Collection of Q-Sheets
24	Dec.07	Mon								Supplemental Survey Courtesy call and Discussion w/ South East DEO, Scheduling, etc. South East ED: Selected School Survey 3 (Dziwe, Namalomba) Data analysis Supplemental Survey
25	Dec.08	Tue								LIL→JNB overnight at JNB Team meeting and data analysis
26	Dec.09	Wed								JNB→HKG South West ED: Selected School Survey 4 (Nanjiriri) Survey at Similar Facilities 2 (Blantyre urban) Survey in BT(Const.-In.) Collection of Q-Sheets
27	Dec.10	Thu								HKG→NRT Supplemental Site Survey at Similar site and facilities Making out of draft report of Site Survey Survey in BT(Const.-In.) Collection of Q-Sheets
28	Dec.11	Fri								Moving to Lilongwe Central West ED: Selected School Survey 5 (Bilira) Survey at Similar Facilities 3 Central West ED: Selected School Survey 6 (Nseche) , Survey at Similar Facilities
29	Dec.12	Sat								Supplemental Survey Survey in LIL(Const.-In.) Collection of Q-Sheets
30	Dec.13	Sun								Data analysis and supplemental survey Supplemental survey Collection of Q-Sheets
31	Dec.14	Mon								Team meeting and data analysis
32	Dec.15	Tue								Discussion w/ MoEST Re: Reporting of Survey Data analysis Supplemental Survey Collection of Q-Sheets
33	Dec.16	Wed								Discussion w/ MoEST Re: Wrap-up TOR of L-Consultant Sum up of Results of Survey Supplemental Survey Collection of Q-Sheets
34	Dec.17	Thu								Final Discussion w/ MoEST Re: Wrap-up Arrangement of Tender Pre- Announcement Supplemental Survey Collection of Q-Sheets
35	Dec.18	Fri								Reporting to JICA Office and Japanese Embassy LIL→JNB overnight at JNB
36	Dec.19	Sat								JNB→HKG HKG→NRT

Acronym: MoEST: Ministry of Education, Science and Technology, MoF: Ministry of Finance, DEO: District Education Office, NCIC: National Construction Industry Council
 SMSSE: The strengthening of mathematics and science education in secondary school project, DFID: Department of International development, GTZ: Deutsche Gesellschaft für Technische Zusammenarbeit
 MRA: Malawi Revenue Authority, EDMU: Education Development Management Unit, EIMU: Education Infrastructure Management Unit, ODPP: Office of the Director of Public Procurement

2-3. Study Schedule of the Explanation on Draft Report

			JICA Malawi Office		Consultants		Note (Procurement of Consultancy Services through RFP)
			A	B	C	D	
			Leader	Project Coordinator	Manager/Facility Planning	Construction Planning	
			HOSHINO	SHIOTSUKA	SHISHIDO	SHIMADA	
1	24-Apr	Sat			Narita→Hong Kong→		
2	25-Apr	Sun			→Johannesburg→Lilongwe		
3	26-Apr	Mon	JICA Office: Internal Meeting		Preparation of Bidding		Opening of Tech- Proposal 15h at Lilongwe Hotel
					Bidding (Submission and Opening of Technical Proporsals)		
4	27-Apr	Tue	Discussion with MoEST 1st (Explanation of Draft Report: Outline Design of the Project, Project Costs)		Evaluation of Proposals		
					Move to Blantyre		
5	28-Apr	Wed		Discussion with MoEST 2nd (Draft of Minutes, etc.)	Visit City Water Board		
					Evaluation of Proposals		
6	29-Apr	Thu		Discussion with MoEST 3rd (Supplemental w/Tech. staff)	Visit ESCOM		Notification of Evaluation Results Invitation for Opening of Cost Proposals
					Nolification of Evaluation Results		
7	30-Apr	Fri	Signing Minutes of Meeting, Reporting to JICA Office and Embassy of Japan		Move to Lilongwe Preparation of Bidding		
8	1-May	Sat			Bidding (Opening of Cost Proporsals) Evaluation of (Technical Proposal + Cost Proposals)		Opening of Cost Proposals 15h at Lilongwe Hotel
9	2-May	Sun			Team Meeting Nolification of Evaluation Results		Notification of Evaluation Results
10	3-May	Mon			Move to Blantyre		National Holiday
11	4-May	Tue			Negotiation fo Sub-Contract with successful bider		Contract Negotiation
12	5-May	Wed			Signing of Sub-Contract with successful bider Discussion of Terms of Reference, Consultancy Services		Discussion
13	6-May	Thu			Move to Lilongwe Reporting to JICA Malawi		Reporting
14	7-May	Fri			Lilongwe→Johannesburg		
15	8-May	Sat			Johannesburg→		
16	9-May	Sun			→Hong Kong→Narita		

3. List of Parties Concerned in the Recipient Country

【Ministry of Education, Science and Technology】

Mr. Bernard H. Sande	Principal Secretary for Education
Mr. Moffat J. Chitimbe	Principal Secretary for Education
Dr. Augustine Kamlongera	Director of Education Planning
Mr. Mathews Makalande	Deputy Director of Education Planning
Mr. Wathando Mughandira	Economist
Mr. Charles Inami	Chief Education Officer
Ms. Lonely Magreta	Monitoring & Evaluation
Mr. Mongolima	Education Planning
Mr. Mwandila Watande	Education Planning
Mr. Raphael Agabu	Deputy Director of Education Method & Advisory Services
Mr. Chipanga	Education Method & Advisory Services
Ms. Chrissie Soko	Education Method & Advisory Services
Ms. Catherine Saiwa	Education Method & Advisory Services
Mr. Alfred Kamoto	Education Method & Advisory Services
Mr. Willie B. Tembo	Controller of Human Resources Management & Development
Ms. Masy Mngangitsa	Logistics Manager of Supply Unit Warehouse
Mr. Mwenewfunbo	Human Resources Management & Dev.
Mr. Charles K. Banda	Chief Procurement Officer
Mr. Dudley Chiwala	Deputy Director of Secondary Education
Mr. Chris Naunje	Deputy SWAP Coordinator
Mr. Johnnie Kunkhanda	Project Officer EIMU
Mr. Peter Njete	Quality Assurance EIMU

【Ministry of Finance】

Mr. Davie Wirima	Deputy Director, Dept. of Aid
□Revenue Office	
Mr. Crispin C. Kulemeka	Director of Revenue
Mr. Keith Hammond	Deputy Director
Mr. Timothy Makamba	Deputy Director
Mr. Grecum Kandio	Principal Economist
Mr. George Harawa	Principal Economist

【Malawi Revenue Authority】

Mr. Jones M. Zimba	Commissioner of Domestic Taxes
Mr. Herbert Chirwa	Deputy Commissioner of Domestic Taxes
Ms. Eleanor Chirwa	Deputy Commissioner of Customs & Excise
Mr. G.R. Kunje	Deputy Regional Manager of Customs and Excise Division, Lilongwe

□WB-EDMU (Education Development Management Unit)

Mr. Roy JR Hauya	Project Director
Mr. Grem Salima	Senior Procurement Specialist
Mr. Victor J. Chirwa	Senior Architect
Mr. Fred Chiweza	Senior Quantity Surveyor
Mr. D. M. Chikhadzula	Project Quantity Surveyor

□AfDB-EIMU (Education Infrastructure Management Unit)

Mr. K. Mkwezalamba	Project Manager (Quantity Surveyor)
Mr. K. Kanyama	Project Engineer
Mr. L. Musukwa	Architect

【Ministry of Transport and Public Works】

Mr. Knight Munthai	Chief Architect
Mr. Kingsley W. J. Lungu	Principal Architect
Mr. Wellington B. Gondwe	Chief Quantity Surveyor & Contact Officer
Mr. Andrew I. M. Chilembwe	Principal Quantity Surveyor
Mr. Tops Ian Masinbi	Materials Superintendent / Central Materials Laboratory

【Office of the Director of Public Procurement】

Mr. Isaac Z. Chilima	Deputy Director
Mr. Peter Makanga	Professional Development Officer
Mr. Arnold M.J Chirwa	Assistant Director

【National Statistic】

Mr. Derick Zanera	Chief Statistician : Blantyre Head Office
Mr. Philemon Siwinda	Principal Statistician : Lilongwe Office
Mr. Dunstan Matekenya	Statistician Blantyre Head Office
Mr. Medson Makwemba	Statistician / Demographer

Mr. Gerald Khonje	Technical Director
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【Ministry of Irrigation and Water Development】

Mr. Ganizani D. C. Matiki	Principal Hydrogeologist
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【Ministry of Natural Resources Energy and Environment】

Mr. C. N. Eliyasi	Geologist / Geological Survey Department
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【African Development Bank】

Mr. Benedict Kunene	Social Development Specialist
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【Department for International Development】

Dr. Don Taylor	Education Adviser
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【Deutsche Gesellschaft fur Technische Zusammenarbeit】

Mr. Georg Mades	Basic Education Programme
Mr. Ken Longden	Technical Advisor

Ms. Momo Duehring Technical Advisor

【Central West Education Division Office】

Ms. Thoko Banda Education Division Manager
Ms. Grace Mulima Desk Officer for Secondary Schools
Ms. Magret Alfazema Planner
Ms. Joyce Saukila Senior Education Methods Advisor

【Northern Education Division Office】

Mr. Pauper Mkandawire Desk Officer for Secondary Schools
Mr. Lowland Sakala Senior Education Planning Officer

【Central East Education Division Office】

Mr. Dudky Chiwlo Education Division Manager
Ms. Edith Munthali Banda Principal Education Methods Advisor

【Shire Highlands Education Division Office】

Mr. Anthony Manja Senior Education Methods Advisor

【South East Education Division Office】

Mr. Mcgregory Alufandika Education Division Manager

【South West Education Division Office】

Mr. Eunice Dambo Education Division Manager
Mr. Kenneth Kanchewa Planner
Mr. Justin Kamwendo Statistician
Ms. Caroline Moto Senior Education Methods Advisor

【Domasi Teacher Training Center】

Mr. Alnord Mwanzaa Deputy Principal

【Requested Schools / Other Schools】

Mr. Jones Zambezi Teacher & Maintenance /Stella Maris Secondary School (National girls S. S.)
Ms. Jane Mwafulirwa Acting Head Teacher/ Blantyre Secondary School (National Secondary School)
Ms. Rosemary Malo Head Teacher/ Chinsapo Secondary School
Ms. Sellina Gondwe Head Teacher/ Mkwichi CDSS
Mr. Hendrix Likeke Deputy Head Teacher/ Madisi Secondary School
Mr. Emmanuel Nkhata Head Teacher/ Manyani CDSS
Mr. Vincent Chimliro Security Officer/ Chindindindi CDSS
Mr. Clement S. W. Chavula Head Teacher/ Rukuru CDSS
Mr. W. K. Mtembe Head Teacher/ Mpando CDSS
Mr. C. B. Nyamasauka Head Teacher/ Kang'oma CSS
Mr. R. E. Chimoima Head Teacher/ Mseche CDSS
Mr. B. Mzanga Head Teacher/ Bilira CDSS
Ms. Annie Kalunga Head Teacher/ Chikwaza CDSS
Ms. Eneless Museu Deputy Head Teacher

Mr. Joseph S. Moyala	Deputy Head Teacher/ Naphungo CDSS
Mr. F. Mhepo	Head Teacher/ Malavi CDSS
Mr. John Mizeki	Head Teacher/ Dziwe CDSS
Mr. Suwali Sam	Teacher/ Dzenje CDSS
Mr. Godfrey Somanje	Teacher/ Dzenje CDSS
Mr. Alfred H. Magumbala	Head Teacher/ Namalomba CDSS
Mr. Alfred Nalumo	Deputy Head Teacher/ Namalomba CDSS
Mr. HKDC Saka	Head Teacher/ Chifunga CDSS
Ms. L. Mvona	Head Teacher/ Nanjiriri CDSS
Ms. Janet M. Kumwenda	Deputy Head Teacher/ Nanjiriri CDSS
Mr. Austin F. Tchukambiri	Senior Teacher/ Nanjiriri CDSS
Mr. A.F. Mgandawire	P.T.A. Secretary/ Nanjiriri CDSS
Mr. J. A, Chadula	P.T.A. Chairman/ Nanjiriri CDSS
Mr. Delphino Zimpita	Head Master/ Nankumba CDSS
Mr. S. G. M'Bwinja	Deputy Head Teacher/ Nankumba CDSS
Mr. Harry Chammunda	P.T.A. Chairman/ Nankumba CDSS

【Japanese Embassy in Malawi】

Mr. Shinichi OGAWA First Secretary

【JICA Malawi Office】

Mr. Shinji OZAWA Resident Representative

Mr. Akihiko HOSHINO Deputy Resident Representative

Mr. Shingo FUJIWARA Officer

Ms. Minako SHIOTSUKA Officer

Ms. Akane TOUTANI Project Formulation Advisor

Mr. Lingstone Chiona Programme Office

Mr. Mumo Matandala Aid Coordinator

【Blantyre City Hall】

Mr. Costry Chanza Director of Town Planning and Estates services

Mr. H. B. Chaipa Town Planning Officer

Mr. Stanford Nanfuko Chief Fire Officer

Mr. Matthews Mwadzangati Architectural Technologist

Mr. Clement Boyce Meteorologist

【Blantyre District Assembly】

Mr. Kwenda Marra Director of Public Works

Mr. Precious Kantsitsi Director of Planning and Development

Mr. Charles Mphepo Chief of Land

【Lilongwe City Hall】

Mr. Dahtso Mpoola Director of Planning and Development

4. Minutes of Discussions

4-1. Basic Design Study 1

MINUTES OF DISCUSSIONS
ON
PREPARATORY SURVEY
ON
THE PROJECT FOR RE-CONSTRUCTION AND EXPANSION
OF
SELECTED COMMUNITY DAY SECONDARY SCHOOLS (CDSSs)
IN
THE REPUBLIC OF MALAWI

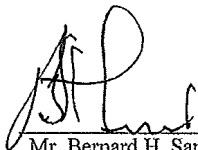
In response to the request from the Government of the Republic of Malawi (hereinafter referred to as "Malawi"), the Government of Japan decided to conduct a Preparatory Survey on the Project for Re-construction and Expansion of Selected Community Day Secondary Schools (CDSSs) (hereinafter referred to as "the Project") and entrusted the survey to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Malawi the Preparatory Survey Team (hereinafter referred to as "the Team"), which is headed by Mr. Yuki ARATSU, Senior Advisor to the Director General for Human Development Department, JICA and is scheduled to stay in the country from September 14, 2009 to October 8, 2009.

The Team had a series of discussions with the Malawian officials concerned and conducted field surveys.

In the course of discussions and field survey, both parties confirmed the main items described on the attached sheets.

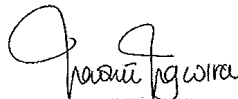
Lilongwe, Malawi
September 28, 2009



Mr. Bernard H. Sande
Secretary for Education, Science and
Technology
Ministry of Education, Science and
Technology
The Republic of Malawi



Mr. Yuki ARATSU
Leader
Preparatory Survey Team
Japan International Cooperation Agency



Dr. Naomi Ngwira
Director of Debt and Aid
Ministry of Finance
The Republic of Malawi

ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve learning and teaching environments of secondary education in the selected schools by re-constructing and expanding the facilities of selected Community Day Secondary Schools (CDSSs) in the Republic of Malawi. By achieving this objective, it is expected that the Project would contribute to improving the access to and the quality of secondary education in the country, which is stipulated as one of the main targets of "National Education Sector Plan 2008 – 2017."

2. Project Sites

Both sides agreed that the final candidate sites of the Project would be selected from the following list (for the location of those sites, see ANNEX1):

1st Priority

	Name of School	District	Education Division
1	Chikwaza	Mulanje	Shire Highlands Education Division
2	Dziwe	Balaka	Southern East Education Division
3	Nankumba	Blantyre Rural	Southern West Education Division
4	Bilira	Ntcheu	Central West Education Division
5	Kango'ma	Lilongwe Rural	

2nd Priority

	Name of School	District	Education Division
1	Namalomba	Balaka	Southern East Education Division
2	Nanjiriri	Blantyre Urban	Southern West Education Division
3	Chifunga	Mwanza	Southern West Education Division
4	Nseche	Lilongwe Rural East	Central West Education Division

The final candidate school will be selected based on the criteria shown in ANNEX 2 and finalized based on the result of the next field survey.

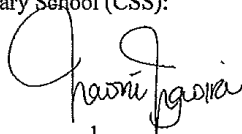
3. Responsible and Implementing Organization

The responsible and implementing organization of the Project is the Ministry of Education, Science and Technology (hereinafter referred to as "MOEST"), of which Organizational Chart is shown in ANNEX 3.

4. Project Components

Both sides agreed that the Project components would include following items, which are required as Conventional Secondary School (CSS):

- 1) classrooms


1

- 2) science laboratories
- 3) library
- 4) staff houses
- 5) administration block
- 6) dormitories
- 7) kitchen and dining
- 8) borehole
- 9) ablution blocks (toilet)
- 10) home economics laboratory (where it is applicable)
- 11) school furniture

If some of the existing facilities of candidate schools are in good condition and can be utilized, those facilities will be excluded from the Project components. Such details will be examined by the Team in the next field survey, which will be conducted from early November to December.

5. Japan's Grant Aid Scheme

- 5-1. The Malawi side understands the Japan's Grant Aid for Community Empowerment described in ANNEX 4, ANNEX 5, ANNEX 6, and ANNEX 7, which were explained by the Team.
- 5-2. The Malawi side assured to take the necessary measures, as described in ANNEX 8, for the smooth implementation of the Project.

6. Framework of Project Implementation and Scope of Works

The Team explained the following framework of implementation.

- 6-1. Japan's Grant Aid is extended in accordance with the "Exchange Notes" by the two governments concerned and with the "Grant Agreement" between JICA and the Government of Malawi, in which the objectives of the Project, period of execution, conditions and amount of Grant Aid, etc., are confirmed.
- 6-2. After concluding the Exchange Notes and Grant Agreement, the Malawi side shall make the Agent Agreement with Japan International Cooperation System (hereinafter referred to as "JICS"). In accordance with "Procurements Guideline for Grand Aid for Community Empowerment (Type I -C)" of JICA, JICS shall conduct the following works on behalf of the Government of Malawi:
 - (1) Administration of the Grant;
 - (2) Preparation for and evaluation of tender;
 - (3) Signing contracts with suppliers and service providers;
 - (4) Procurement of necessary goods;
 - (5) Payment to suppliers and service providers;



- (6) Assisting to organize committee meetings; and
 - (7) Management of the progress of the project.
- 6-3. To implement the project smoothly, both sides confirmed to facilitate a committee composed of the Government of Malawi, the Government of Japan and JICA. The members of the committee shall be as follows:
- (1) Representative of Embassy of Japan in Malawi;
 - (2) Representative(s) of MOEST;
 - (3) Representative(s) of the Ministry of Transportation and Public Works; and
 - (4) Representative(s) of JICA Malawi Office.
- Major functions of the committee are examining major changes of the Project, receiving the report of the progress, and examining the utilization plan of additional procurement (if any),etc.

7. Schedule of the Survey

The consultants will proceed to further studies in Malawi until October 8, 2009. If the analysis of the field survey discovers no administrative and technical difficulties in implementing the Project by adopting the Japan's Grant Aid for Community Empowerment, JICA will send another preparatory survey team in November.

8. Other Relevant Issues

MOEST has made a strong request to Japanese side to proceed the second phase of the Project as earliest as possible, which has already been requested from the Government of Malawi to the Government of Japan in 2009.

END

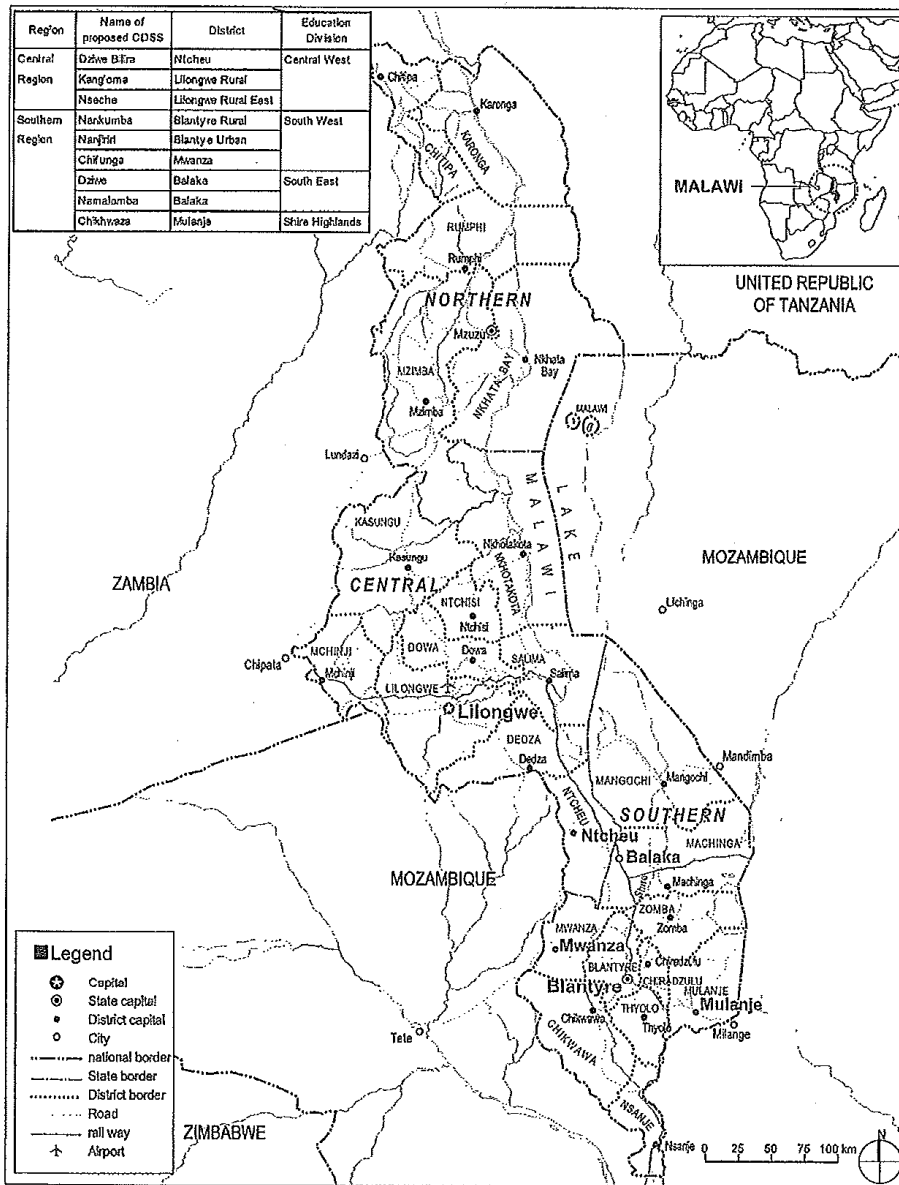
- ANNEX 1: Site Location Map of the Proposed Sites for the Project
- ANNEX 2: Criteria of Selecting the Project Sites and the Candidate Schools
- ANNEX 3: Organizational Chart of MOEST
- ANNEX 4: Grant Aid for Community Empowerment of the Government of Japan
- ANNEX 5: Implementation Flow of Japan's Grant Aid for Community Empowerment after E/N and G/A
- ANNEX 6: Flow Chart of Japan's Grant Aid Procedures for Community Empowerment
- ANNEX 7: Flow of Funds for implementation under the Japan's Grant Aid for Community Empowerment
- ANNEX 8: Major Undertakings to be Taken by Each Government



3



Annex 1 Site Location Map of the Proposed Sites for the Project



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ANNEX 2

Criteria of Selecting the Project Sites and the Candidate Schools

[Minimum requirements]

1. MOEST (or Divisional Education Office) can present (an) effective official document(s) that verify its ownership or land-use right over the site.
2. There is no other plan of renovation/rehabilitation/extension of the candidate schools, which is supported either by the Government or other development partners.
3. There is no serious risk of being damaged by natural disasters (or no record of such damages) and no security concerns around the site.
4. There are no hindrances or difficulties for construction and supervision in terms of physical access to the site, working space, geographical conditions, etc.
5. Enrollment demand for the candidate school is high enough to be considered for re-construction or extension.
6. MOEST can make a commitment on securing sufficient government budget and allocate it to the candidate schools.

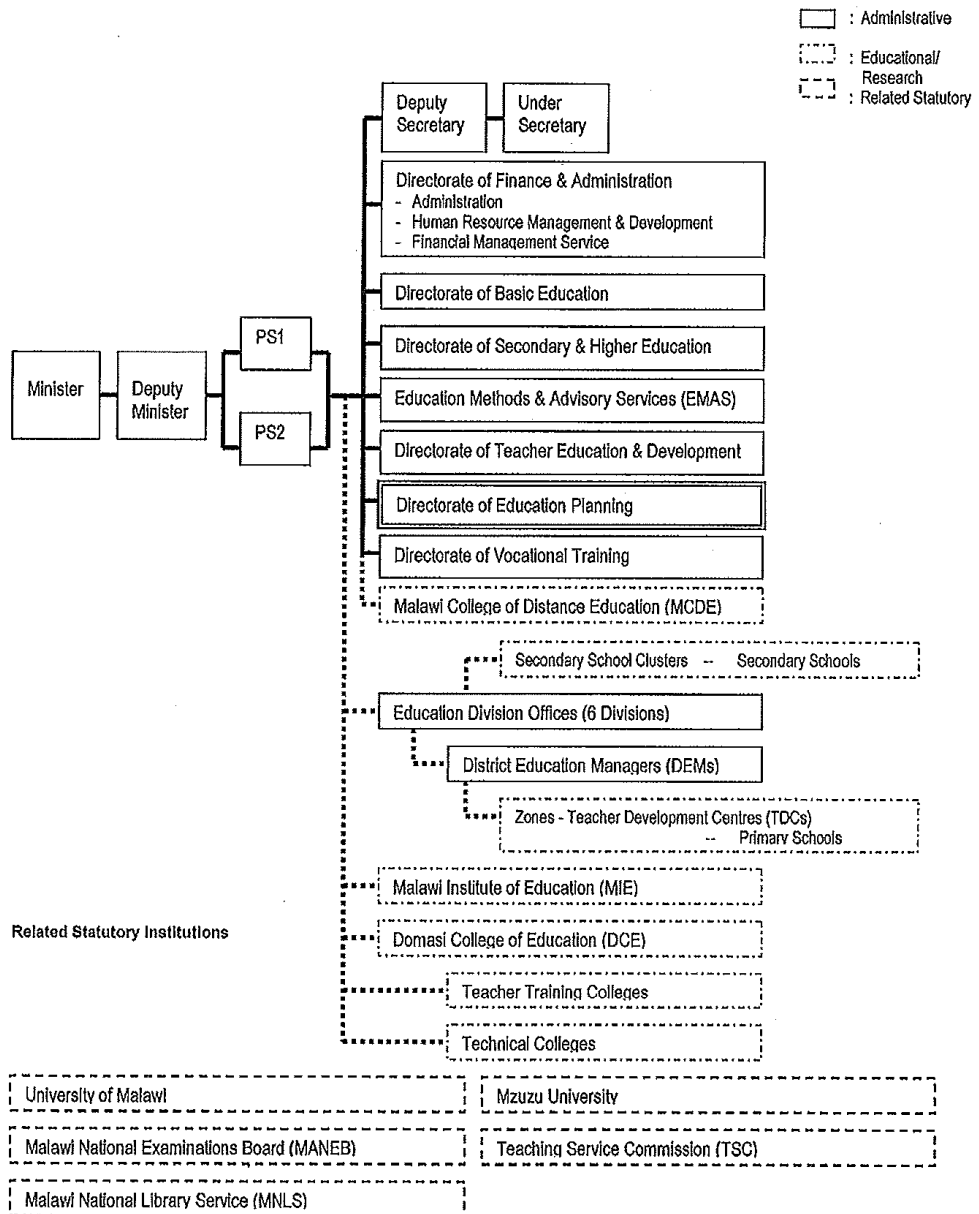
[Criteria of prioritizing several candidate schools]

The candidate school should be prioritized if;

1. it lacks enough number of permanent buildings with emphasis on classrooms,
2. the number of students per classroom is over the government's standard (40 per classroom), and
3. it might be designated as the local training center for In-Service Training (e.g. SMASSE) in the future.



ANNEX 3 Organization Charts of the Ministry of Education, Science and Technology (MoEST)



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ANNEX 4

Grant Aid for Community Empowerment
of the Government of Japan
(Provisional)

The Government of Japan (hereinafter referred to as "the GOJ") is implementing the organizational reforms to improve the quality of ODA operations, and as a part of this realignment, the new JICA law was entered into effect on October 1, 2008. Based on the law and the decision of the Government of Japan (hereinafter referred to as "the GOJ"), JICA has become the executing agency of Grant Aid for Community Empowerment (hereinafter referred to as "GACE").

The Grant Aid provides the government of a recipient country (hereinafter referred to as "the Recipient") with non-reimbursable funds to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under principles in accordance with the relevant laws and regulations of Japan. The Grant Aid is not supplied through the donation of materials as such.

1. Procedures for GACE

GACE is executed through the following procedures.

Application	Request made by a recipient country
Survey	Preparatory Survey conducted by JICA
Appraisal & Approval	Appraisal by the Government of Japan and JICA, and Approval by the Japanese Cabinet
Determination of Implementation	The Notes (hereinafter referred to as "E/N") exchanged between the Governments of Japan and the recipient country
Grant Agreement (hereinafter referred to as "the G/A")	Agreement concluded between JICA and a recipient country
Implementation	Implementation of the Project on the basis of the G/A

Firstly, the application or request for a GACE Project submitted by the Recipient is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for GACE.



Secondly, if the request is deemed appropriate, the Government of Japan entrusts JICA (Japan International Cooperation Agency) to conduct the Preparatory Survey, using a Japanese consulting firm.

Thirdly, the Government of Japan and JICA appraise the Project to see whether or not it is suitable for Japan's GACE, based on the Preparatory Survey report prepared by JICA, and the results are then submitted to the Japanese Cabinet for approval.

Fourthly, the Project, once approved by the Cabinet, becomes official with the Exchange of Notes (E/N) signed by the Governments of Japan and the Recipient.

Simultaneously, the Grant will be made available by concluding a Grant Agreement (hereinafter referred to as "G/A") between the Government of the Recipient Country or its designated authority and the Japan International Cooperation Agency (JICA). JICA is designated by the Government of Japan as an organization responsible for the proper execution of the Grant.

Procurement Agent ("the Agent") is designated to conduct the procurement services of products and services (including fund management, preparing tenders, contracts and so on) for GACE on behalf of the Recipient. The Agent is an impartial and specialized organization and shall render services according to the Agent Agreement with the Recipient. The Agent is recommended to the Recipient by the Government of Japan and agreed between the two Governments in the Agreed Minutes ("A/M").

2. Preparatory Survey

1) Contents of the Survey

The aim of the Preparatory Survey ("the Survey"), conducted by JICA on a requested Project ("the Project"), is to provide a basic document necessary for the appraisal of the Project by the Government of Japan and JICA. The contents of the Survey are as follows:

- (1) Confirmation of the background, objectives, and benefits of the Project and also institutional capacity of agencies and communities concerned of the recipient country necessary for the Project's implementation;
- (2) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme for Community Empowerment from a technical, social and economic point of view;
- (3) Confirmation of items agreed upon by both parties concerning the basic concept of the Project;
- (4) Preparation of an outline design of the Project ;
- (5) Estimation of cost for the Project ; and



(6) Preparation of reference documents for tender.

The contents of the original request by the Government of the recipient country are not necessarily approved in their initial form as the contents of the Grant Aid project. The Outline Design of the Project is confirmed considering the guidelines of Japan's Grant Aid scheme.

JICA requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country through the Minutes of Discussions.

2) Selection of Consultants

For smooth implementation of the Survey, JICA uses registered consulting firms. JICA selects firms based on the proposals submitted by interested firms. The firms selected carry out a Preparatory Survey and write a report, based upon terms of reference set by JICA. The consulting firms used for the Survey shall be nominated as a responsible Japanese consultant (hereinafter referred to as "the Japanese Consultant") for proceeding construction supervision for the Project under the Agent in order to maintain technical consistency. The Japanese Consultant shall organize an appropriate construction supervision team utilizing local consultants.

3) Result of the Survey

The Report on the Survey is reviewed by JICA. The appropriateness and feasibility of the Project is confirmed, JICA recommends the GOJ to appraise the implementation of the Project.

3. Implementation of GACE after the E/N and G/A

1) Exchange of Notes (E/N) and Grant Agreement (G/A)

After the project approved by the Cabinet of Japan, the E/N will be signed between the GOJ and the Government of the recipient country to make a pledge for assistance, which is followed by the conclusion of the G/A between JICA and the Government of the recipient country to define the necessary articles to implement the Project, such as payment conditions, responsibilities of the Government of the recipient

country, and procurement conditions.

2) Procedural details

Procedural details on the procurement of products and services under GACE will be agreed upon between the Recipient and JICA at the time of the signing of the G/A. Essential points to be agreed upon are outlined as follows:

- a) JICA executes the Grant by making payments of the amount agreed upon in the E/N and pays serious attention to ensure the accountability on proper and effective use of the Grant for the Project.
- b) The products and services shall be procured and provided in accordance with "Procurement Guidelines of Japan's Grant Aid for Community Empowerment (Type I - C)".
- c) The Government of the recipient country shall conclude an employment contract with the Agent.
- d) The Government of the recipient country shall designate the Agent as the representative acting in the name of the Government of the recipient country concerning all transfers of funds to the Agent.

3) Focal Points of JICA's "Procurement Guidelines of Japan's Grant Aid for Community Empowerment (Type I - C)"

a) The Agent

The Agent is the organization which provides procurement services of products and services on behalf of the Recipient according to the Agent Agreement with the Recipient. The Agent is recommended to the Recipient by the Government of Japan and agreed between the two Governments in the A/M.

b) Agent Agreement

The Recipient shall conclude an Agent Agreement, within two (2) months after the date of entry into force of the G/A, in accordance with the A/M. The scope of the Agent's services shall be clearly specified in the Agent Agreement.

c) Approval of the Agent Agreement

The Agent Agreement, which is prepared as two identical documents, shall be submitted to JICA by the Recipient through the Agent. JICA confirms whether or not the Agent Agreement is concluded in conformity with the E/N, the G/A, and the JICA's Procurement Guidelines of Japan's Grant Aid for Community Empowerment,

and approves the Agreement. The Agent Agreement concluded between the Recipient and the Agent shall become effective after the approval by JICA in a written form.

d) Payment Methods

The Agent Agreement shall stipulate that "regarding all transfers of the fund to the Agent, the Recipient shall designate the Agent to act on behalf of the Recipient and issue a Blanket Disbursement Authorization ("the BDA") to conduct the transfer of the fund (Advances) to the Procurement Account from the Recipient Account."

The Agent Agreement shall clearly state that the payment to the Agent shall be made in Japanese yen from the Advances and that the final payment to the Agent shall be made when the total Remaining Amount becomes less than 3 % of the Grant and its accrued interest excluding the Agent's fees.

e) Products and Services Eligible for Procurement

Products and services to be procured shall be selected from those defined in the G/A.

f) Firms

In principle, the consultant firm who carried out the Preparatory Survey will be recommended by JICA to the recipient country as the supervisor of the Project's implementation after the E/N and the G/A signing, in order to maintain technical consistency. Besides, consultants of any nationality will be contracted for detailed design study and supervising works. Firms of any nationality could be contracted as contractors and suppliers as long as the firm satisfies the conditions specified in the tender documents.

g) Method of Procurement

In implementing procurement, sufficient attention shall be paid so that there is no unfairness among tenderers who are eligible for the procurement of products and services. For this purpose, competitive tendering shall be employed in principle.

h) Tender Documents

The tender documents should contain all information necessary to enable tenderers to prepare valid offers for the products and services to be procured by GACE. The

rights and obligations of the Recipient, the Agent and the Suppliers of the products and services should be stipulated in the tender documents to be prepared by the Agent. Besides this, the tender documents shall be prepared in consultation with the Recipient.

i) Pre-qualification Examination of Tenderers

The Agent may conduct a pre-qualification examination of tenderers in advance of the tender so that the invitation to the tender can be extended only to eligible firms. The pre-qualification examination should be performed only with respect to whether or not the prospective tenderers have the capability of accomplishing the contracts concerned without fail. In this case, the following points should be taken into consideration:

- (1) Experience and past performance in contracts of a similar kind;
- (2) Property foundation or financial credibility; and
- (3) Existence of offices, etc. to be specified in the tender documents.

j) Tender Evaluation

The tender evaluation should be implemented on the basis of the conditions specified in the tender documents. Those tenders, which substantially conform to the technical specifications, and are responsive to other stipulations of the tender documents, shall be judged in principle on the basis of the submitted price, and the tenderer who offers the lowest price shall be designated as the successful tenderer.

The Agent shall prepare a detailed tender evaluation report clarifying the reasons for the successful tender and the disqualification and submit it to the Recipient to obtain confirmation before concluding the contract with the successful tenderer. The Agent shall, before a final decision on the awards is made, furnish JICA with a detailed evaluation report of tenders, giving the reasons for the acceptance or rejection of tenders.

k) Additional Procurement

If there is an additional procurement fund after competitive and / or selective tendering and / or direct negotiation for a contract, and the Recipient would like an additional procurement, the Agent is allowed to conduct an additional procurement, following the points mentioned below:

- (1) Procurement of the same products and services



When the products and services to be additionally procured are identical with the initial tender and a competitive tendering is judged to be disadvantageous, the additional procurement can be implemented by a direct contract with the successful tenderer of the initial tender.

(2) Other procurements

When products and services other than those mentioned above in (1) are to be procured, the procurement should be implemented through a competitive tendering. In this case, the products and services for additional procurement shall be selected from among those in accordance with the E/N and the G/A.

l) Conclusion of the Contracts

In order to procure products and services in accordance with the G/A, the Agent shall conclude contracts with firms selected by tendering or other methods.

m) Terms of Payment

The contract shall clearly state the terms of payment. The Agent shall make payment from the "Advances", against the submission of the necessary documents from the Firm on the basis of the conditions specified in the contract, after the obligations of the Firm have been fulfilled. When the services are the object of procurement, the Agent may pay certain portion of the contract amount in advance to the firms on the conditions that such firms submit the advance payment guarantee worth the amount of the advance payment to the Agent.

4) Major Undertakings to be taken by the Government of the recipient country

(a) In the implementation of the Grant Aid Project, the recipient country is required to undertake such necessary measures as the following:

- (1) to secure lots of land necessary for the implementation of the Project and to clear the sites;
- (2) to provide facilities for distribution of electricity, water supply and drainage and other incidental facilities necessary for the implementation of the Project outside the sites referred to in (a) above;
- (3) to ensure prompt customs clearance and to assist internal transportation in the recipient country and to assist internal transportation therein of the products;



(4) to ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the purchase of the Components as well as the employment of the Agent be exempted/be borne by its designated authority without using the Grant and its accrued interest;

(5) to accord Japanese nationals and / or nationals of third countries, including such nationals employed by the Agent, whose services may be required in connection with the supply of the Components such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work (The term "nationals" whenever used in the G/A means Japanese physical persons or Japanese juridical persons controlled by Japanese physical persons in the case of Japanese nationals, and physical or juridical persons of third countries in the case of nationals of third countries.);

(6) to ensure that the Facilities and the Components be maintained and used properly and effectively for the implementation of the Project;

(7) to bear all the expenses, other than those covered by the Grant and its accrued interest, necessary for the implementation of the Project; and

(8) to give due environmental and social consideration in the implementation of the Project.

(b) Upon the request of JICA, the Recipient shall provide JICA with necessary information on the Project.

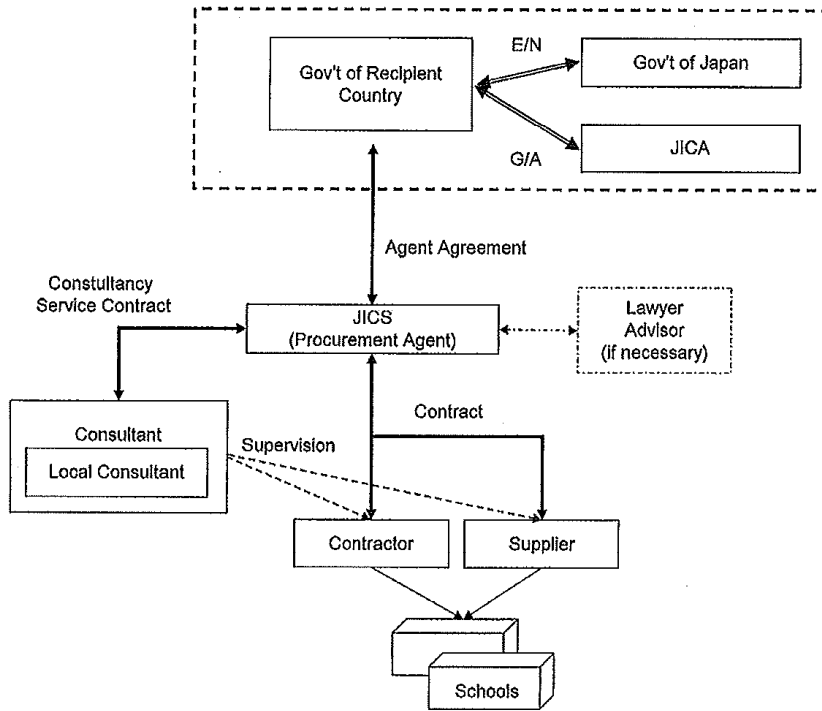
(c) With regard to the shipping and marine insurance of the products procured by the Project, the Recipient shall refrain from imposing any restrictions that may hinder fair and free competition among the shipping and marine insurance companies.

(d) The products procured by the Project shall not be exported or re-exported from the recipient country.

(e) The Recipient shall ensure that any official of its government does not undertake any part of the Japanese nationals' work and / or the work of nationals of third countries on purchase of the Components.



ANNEX 5 Implementation Flow of Japan's Grant Aid for Community Empowerment after E/N and G/A



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Annex 6 Flow Chart of Japan's Grant Aid Procedures for Community Empowerment

Stage	Flow & Works	Recipient Government	Japanese Government	JICA	JICA (Agent)	Consultant	Contractor	Others
Application	Request ↓ Screening of Project ↓ Evaluation of TOR ↓ Project Modification Survey (TOR: Terms of Reference)	○						
Project Formulation & Preparation <small>Field Survey 1 Field Survey 2 Field Survey 3</small>	Field Survey 1: Projects feasibility under OACE ↓ Field Survey 2: Field Survey Home Office Project Cost Work Reporting ↓ Decision for factua Survey	○	○	○				
	Field Survey 3: Site Survey of CRSS ↓ Screening of Cost ↓ Decision for further steps for implementation	○	○	○				
	Explanation of Draft Report ↓ "Outline Design" Sub-contract with LC Home Office Prep. Tender Documents	○	○	○				
	Explanation of Draft Tender Documents ↓ Final Report	○	○	○				
Appraisal & Approval	Appraisal of Project ↓ Inter-Ministerial Consultation ↓ Presentation of Draft Notes ↓ Approval by the Cabinet		○					
Implementation	EM (EM: Exchange of Note)	○	○					
	GIA (GIA: Grant Agreement)	○		○				
	Banking Arrangement	○						*
	Agmt Agreement ↓ Verification	○		○	○			
	Issuance of BDA (BDA: Bank of Debetment Authorisation)	○			○			*
	Contract Award	○		○	○	○		
	Detailed Design & Tender Documents ↓ Approved by Recipient Government ↓ Preparation for Tender	○		○	○	○		
	Tendering & Evaluation	○		○	○	○	○	
	Construction Procurement Contract	○		○	○	○	○	
	Construction/Procurement ↓ Completion Certificate by Recipient Government	○		○	○	○	○	
Operation ↓ Post Evaluation Study	○		○					
Evaluation & Follow up	Re-Post Evaluation ↓ Follow-up	○	○	○				

* The field survey 4 and appraisal process will be implemented simultaneously.

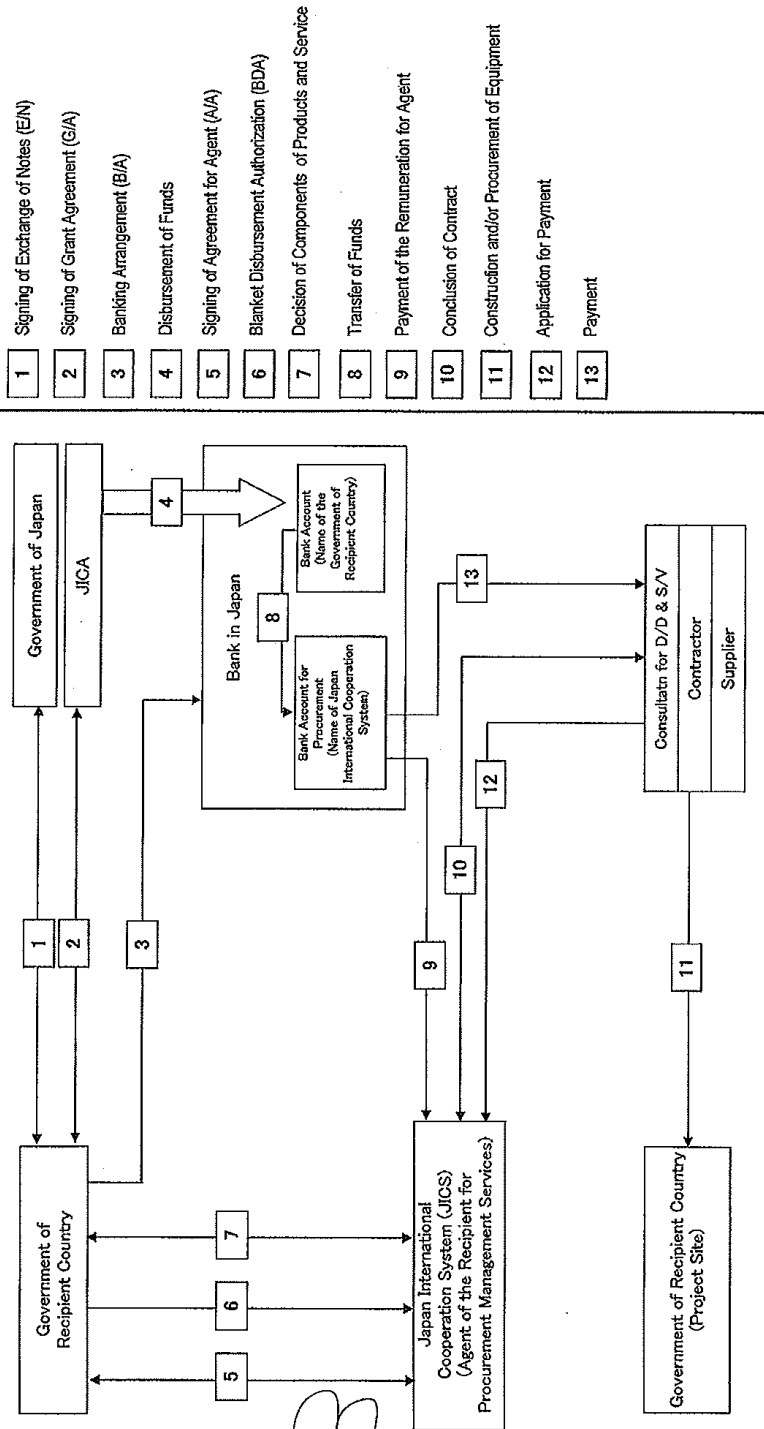
* Mark in Japan

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ANNEX 7 Flow of Funds for Implementation under the Japan's Grant Aid for Community Empowerment



Annex 8 Major Undertakings to be Taken by Each Government

No.	Items	To be covered by Grant Aid	To be covered by Recipient Side
1	To secure land		●
2	To clear level and reclaim the site when needed		●
3	To construct gates and fences in and around the site		●
4	To Construct the Parking lot		●
5	To construct roads		
	1) Within the site	●	
	2) Outside the site		●
6	To construct the building	●	
7	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. The distributing line to the site		●
	b. The drop wiring and internal wiring within the site	●	
	c. The main circuit breaker and transformer	●	
	2) Water Supply		
	a. The city water distribution main to the site		●
	b. The supply system within the site (receiving and elevated tanks)	●	
	3) Drainage		
	a. The city drainage main (for storm sewer and others to the site)		●
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	●	
	4) Gas Supply		
	a. The city gas main to the site		●
	b. The gas supply system within the site	●	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame/panel (MDF) of the building		●
	b. The MDF and the extension after the frame/panel	●	
	6) Furniture and Equipment		
	a. General furniture		●
	b. Project equipment	●	
8	To bear the commissions to the Japanese bank for banking services based upon the B/A		●
9	To ensure prompt customs clearance and to assist internal transportation in the recipient country and to assist internal transportation therein of the products		●
10	To ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the purchase of the Components as well as the employment of the Agent be exempted/be borne by its designated authority without using the Grant and its accrued interest.		●
11	To accord Japanese nationals and / or nationals of third countries, including such nationals employed by the Agent, whose services may be required in connection with the supply of the Components such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work (The term "nationals" whenever used in the G/A means Japanese physical persons or Japanese juridical persons controlled by Japanese physical persons in the case of Japanese nationals, and physical or juridical persons of third countries in the case of nationals of third countries.)		●
12	To ensure that the Facilities and the Components be maintained and used properly and effectively for the implementation of the Project		●
13	To bear all the expenses, other than those covered by the Grant and its accrued interest, necessary for the implementation of the Project		●
14	To give due environmental and social consideration in the implementation of the Project		●

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4-2. Basic Design Study 2

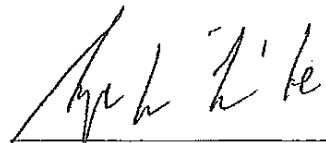
**MINUTES OF DISCUSSIONS
ON
PREPARATORY SURVEY
ON
THE PROJECT FOR RE-CONSTRUCTION AND EXPANSION
OF
SELECTED COMMUNITY DAY SECONDARY SCHOOLS (CDSSs)
IN
THE REPUBLIC OF MALAWI**

In response to the request from the Government of the Republic of Malawi (hereinafter referred to as "Malawi"), the Government of Japan decided to conduct a Preparatory Survey on the Project for Re-construction and Expansion of Selected Community Day Secondary Schools (CDSSs) (hereinafter referred to as "the Project") and entrusted the survey to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

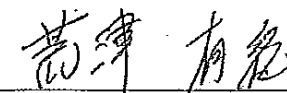
JICA sent to Malawi the Preparatory Survey Team (hereinafter referred to as "the Team"), which is headed by Mr. Yuki ARATSU, Senior Advisor to the Director General for Human Development Department, JICA and is scheduled to stay in the country from November 15, 2009 to December 16, 2009. The Team had a series of discussions with the Malawian officials concerned and conducted field surveys.

In the course of discussions and field survey, both parties confirmed the main items described on the attached sheets.

Lilongwe, Malawi
November 30, 2009



Mr. Moffat J Chitimbe
Principal Secretary
Ministry of Education, Science and
Technology
The Republic of Malawi



Mr. Yuki ARATSU
Leader
Preparatory Survey Team
Japan International Cooperation Agency



ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve learning and teaching environment of secondary education in the selected Community Day Secondary Schools (CDSSs) by re-constructing and expanding their facilities. By achieving this objective, it is expected that the Project would contribute to improving the access to and the quality of secondary education in target areas in the Republic of Malawi, which is stipulated as one of the main targets of "National Education Sector Plan (NESP) 2008 – 2017."

2. Project Sites

The Ministry of Education, Science and Technology (hereinafter referred to as "MOEST") agreed that the final candidate schools would be selected from the list below. The selection of the final candidate schools will be made based on the result of this survey and within the budget limitation of the Government of Japan. The order of priority shown below will be taken into consideration when selecting the final candidate schools.

List of Candidate Schools

Pr.	Name of School	District	Education Division
1	Chikwaza	Mulanje	Shire Highlands Education Division
2	Dziwe	Balaka	Southern East Education Division
3	Mseche	Lilongwe Rural East	Central West Education Division
4	Namalomba	Balaka	Southern East Education Division
5	Nanjiriri	Blantyre Urban	Southern West Education Division
6	Nankumba	Blantyre Rural	Southern West Education Division

3. Project Components requested by the Government of Malawi

After discussions with the Team, the items indicated in ANNEX 1 and ANNEX 2 were finally requested by Malawi side. JICA will further assess the appropriateness of the request and technical and financial feasibility of the Project based on the result of this survey.

- 1) Construction of Buildings and Facilities
Detailed items are listed in ANNEX 1.
- 2) Procurement of Equipment
Detailed items are listed in ANNEX 2.

4. Japan's Grant Aid Scheme

The Malawi side understands the Japan's Grant Aid for Community Empowerment

and the necessary measures to be taken by the Government of Malawi as explained by the Team and described in the Minutes of Discussions signed by both parties on September 28, 2009. The details of the measures that the Government of Malawi needs to take for each construction site, such as electricity and water supply, will be further assessed and reported to MOEST by the consultants by the end of this survey.

5. Schedule of the Survey and Further Steps

The consultants will proceed to further studies in Malawi until December 16, 2009. The Team will prepare the draft report of this survey, which includes the outline designs of each school, based on the technical survey by the consultants. The draft report will be presented to MOEST in the middle of April 2010.

After the contents of the report are accepted in principle by the Government of Malawi, JICA will recommend to the Government of Japan for the final approval of the Project. Simultaneously, the Team will proceed to prepare the draft tender documents for the Project.

6. Other Relevant Issues

1) Basic concept of hostels

MOEST explained that all secondary schools ideally should have boarding facilities for both boys and girls, considering long distance for commuting to secondary schools and convenience for learning of students who stay at school premises. In particular, MOEST puts a high priority on the construction of girls' hostels in order to encourage more female students to enter and complete secondary education as stipulated in NESP. Considering MOEST's policy and the limitation of the budget for the Project, both sides agreed that each selected CDSS would have boarding facilities only for female students with the provision of future expansion regarding boys' hostels. The capacity of the boarding facility will be further examined by the Team referring to the case of similar CDSSs, where were provided girls hostels by MOEST.

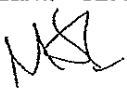
2) Selection of students

The Team emphasized that the selected CDSSs for the Project should serve their neighboring communities in principle, even after their enrollment capacity will be expanded by the Project. Both sides shared the view that it is necessary to give a priority to eligible students who are graduated from the feeder schools of each school, in order to encourage local students' enrollment.

END

ANNEX 1: The List of Components and Facilities for Each Candidate School

ANNEX 2: The List of Equipment



ANNEX1: The List of Components and Facilities for Each Candidate Schools

Candidate Schools (in order of priority)	Buildings										External Works				Infrastructures				
	Classroom 22Rooms /Block	Laboratory 2Rooms /Block	Administ- ration /Library	Toilet /Latrine	Boys' Hostel 56person /Block	Girls' Hostel 56person /Block	Dining/Hall /Kitchen	Staff House 2houses /Block	Will Fence/ Path & Pave.	Sports Ground	Planting	Escom Connection	Solar Panel	City Water Connection	Borehole	Other incidentl facilities, equipment			
1 Chidwaza CDSS /SE,ED	Priority	A	A	A	C	A	A	A	C	A	A	A	GOM	---	A	A			
	(No. of Blocks)	(2)	(1)	(5)	(2)	(2)	(1)	(4)	B	GOM	GOM	---	---	---	---	---			
2 Dzave CDSS /SE,ED	Priority	A	A	A	C	A	A	A	C	A	A	A	GOM	---	A	A			
	(No. of Blocks)	(2)	(1)	(5)	(2)	(2)	(1)	(4)	B	GOM	GOM	---	---	---	---	---			
3 Maschie CDSS /CW,ED	Priority	A	A	A	C	A	A	A	C	A	A	A	---	---	A	A			
	(No. of Blocks)	(2)	(1)	(5)	(2)	(2)	(1)	(4)	B	GOM	---	A	---	---	---	---			
4 Namatamba CDSS /SE,ED	Priority	A	A	A	C	A	A	A	C	A	A	A	GOM	---	A	A			
	(No. of Blocks)	(2)	(1)	(5)	(2)	(2)	(1)	(4)	B	GOM	---	A	GOM	---	---	---			
5 Nanjiri CDSS /SW,ED	Priority	A	A	A	---	---	---	---	---	---	---	---	GOM	---	---	A			
	(No. of Blocks)	(3)	(1)	(5)	---	---	---	(1)	B	GOM	GOM	---	GOM (Check Water Pressure)	---	---	---			
6 Nankamba CDSS /SW,ED	Priority	A	A	A	---	---	---	---	---	---	---	---	GOM	---	---	A			
	(No. of Blocks)	(2)	(1)	(5)	---	---	---	(1)	B	GOM	GOM	---	GOM	---	---	---			

Remarks: A : Highest priority as essential facility.

B : Second highest priority as necessary facility.

C : Third highest priority as necessary facility.

GOM : To be covered by Malawian Government

ANNEX 2: The list of Equipment

Biology

No.	ITEM	DESCRIPTION	Quantity
1	Microscope	Student range, student inclined type	10
2	Microscope slides	1.0-1.2 mm thick. Size 76 x 26mm. Boxes of 72 pcs.	5
3	Cover slips	Number 1.5. Thickness 0.1600.190mm, 40 x 22mm, Box of 100	10
4	Specimen prepared	Blood sample, chromosome, etc.	5
5	Dissecting set	Comprising dish, scissors, pin, scalpel, tweezers, etc.	5
6	Hand lens	Approx. 75mm, focal length approx. 250mm	10
7	Evaporating Basin	Porcelain, round bottom, capacity 50ml or more	5
8	Test tube stand	Single row of holes with pegs, hole 20mm, 12 holes	10
9	Test tubes	Glass 125mm x 16 mm without rim and printing	20
10	Beaker	Glass with gradations, capacity 100ml, 300ml	10
11	Flask, conical	Glass, with gradations, capacity 100ml, 300ml	10
12	Flask, round bottom	Glass, capacity, 200ml, 500ml	5
13	Measuring cylinder	Graduated, Glass, 100 x 1ml, 25 x 0.5ml capacity	10
14	Glass tube	Approx. 6mm x 120cm length or more, pack of 10	10
15	Mirror	Square with frame, 200 x 140mm or more	5
16	Spirit burner	Glass type, capacity 70ml or more	10
17	Human skeleton	Plastic, full size replica fully articulated	1
18	Teeth model	Human teeth set model	1
19	Eye and ear models	Human eye and ear models	1
20	Petri dish	Polyethylene, sterile, single vent 90mm diameter	10
21	Pressure sterilizer	Small pressure vessel for sterilizing, max. 125°C, capacity Approx. 10L	1
22	Pipettes	Whole pipettes, capa. 20ml, 10ml	5
23	Burner	For LPG or Butane with gas cock and base, accessories: socket, plug and rubber tube	5
24	Photosynthesis appara.	Photosynthesis apparatus	3

Physical Science

25	Test tube stand	Wood, with steel spring for closing jaw, 180mm long	10
26	Test tube	Glass 16 x 125mm without rim and printing	40
27	Wash bottle	Polyethylene, narrow neck, colour, 250ml capacity	10
28	Reagent bottle	Clear/brown glass, narrow neck, glass stopper, capa. 250ml	5
29	Evaporating basin	Porcelain, round bottom, capa. 50ml or more	10
30	Pipette	Class B, 25ml capacity, soda glass	5
31	Dropping pipette	With test	2
32	Pipette filler	Pi-pump, 25ml capacity	2
33	Spatula	Spoon, stainless steel	10
34	Beaker	Glass with gradations, capa. 100ml, 300ml	10
35	Flask, conical	Glass with gradations, capa. 100ml, 300ml	10
36	Flask, round bottom	Glass, capa. 200ml, 500ml	5
37	Flask, volumetric	Glass, whole gradations, with stopper	5
38	Stirring rod	Dia. 6mm x 200mm or more, glass, pack of 10	10
39	Washing brush	For beakers, flasks, and test tubes	10
40	Funnel	120mm diameter, soda glass, short stem	5
41	Measuring cylinder	Graduated, glass, 100 x 1ml, 25 x 0.5ml capacity	10
42	Thermometer	General purpose, -20 to 105°C, 0 to 360°C, 1 each, mercury	10
43	Thermo-hygrometer	Analog type, temp. -10 to 50°C, humidity 0 to 100%	10
44	Stop watch	LCD digital, upto 9h59min.59.99seconds	5
45	Spring balance	10 x 0.2N, 1x 0.02N, Newton scale	5
46	Optical lens set	Spherical, bi-concave, bi-convex, etc. total 6 kinds	5
47	Prism	Right angle prism, (L)40mm x (T)20mm or more, pair	5
48	Glass tube	Approx. 6mm x 120cm length or more, pack of 10	20
49	Spirit burner	Glass type, capa. 70ml or more	10
50	Rubber stoppers	No 1, 3, 5, 7, 9 10pcs each	5
51	Burner	For LPG with gas cock and base, accessories: socket, plug and rubber tube	5
52	Bunsen burner	For butane/propane gas with 13mm outside diameter, tube, air regulator	10
53	Gauze	Iron wire, square, stainless steel, approx. 150 x 150mm	10
54	Laboratory tool kit	Hammer, Plier, etc. 16 tools or more with case	1
55	Tripod stand	For spirit lamp, gas burner	10
56	Pulley set	Single, double pulley, string and weights, etc.	5
57	Bar magnet	Approx. 150 x 18 x 6mm, in pairs with keepers	5
58	Voltmeter	Analog DC voltmeter, -1~+3V, -5~+15V, -100~+300V	5
59	Ammeter	Analog DC -10~+50mA, -100~+500mA, -1~+5A	5
60	Slide resistor	Single tube, 2A, 30ohms	5
61	Resistor	Carbon film, 1/3 Watts, 2.2ohms, 4.7 ohms, 5.6 ohms	2
62	Electric circuit	Electric circuit board kit (Worcester Circuit board Kit)	2
63	Motor	Small motor/generator unit	2
64	Inclined plane set	Inclined plane, cart, stirrup, weight, etc.	5
65	knife switch	With plastic base, knife-shaped switch, with clips	5
66	Transistor	p-n-p, n-p-n, 1 pc each	5
67	Table balance	Capacity 200g, readability 200mg, with weights	5
68	Periodic table	Chart	2

It should be noted that the Japan's Grant Aid shall not be extended to the procurement of consumable goods, such as textbooks, chemicals for science experiment, and computers and those are excluded from the list shown above.

ANNEX 2: The list of Equipment

Biology

No.	ITEM	DESCRIPTION	Quantity
1	Microscope	Student range, student inclined type	10
2	Microscope slides	1.0-1.2 mm thick. Size 76 x 26mm. Boxes of 72 pcs.	5
3	Cover slips	Number 1.5. Thickness 0.160/0.190mm, 40 x 22mm, Box of 100	10
4	Specimen prepared	Blood sample, chromosome, etc.	5
5	Dissecting set	Comprising dish, scissors, pin, scalpel, tweezers, etc.	5
6	Hand lens	Approx. 75mm, focal length approx. 250mm	10
7	Evaporating Basin	Porcelain, round bottom, capacity 50ml or more	5
8	Test tube stand	Single row of holes with pegs, hole 20mm, 12 holes	10
9	Test tube	Glass 125mm x 16 mm without rim and printing	20
10	Beaker	Glass with gradations, capacity 100ml, 300ml	10
11	Flask, conical	Glass, with gradations, capacity 100ml, 300ml	10
12	Flask, round bottom	Glass, capacity, 200ml, 500ml	5
13	Measuring cylinder	Graduated, Glass, 100 x 1ml, 25 x 0.5ml capacity	10
14	Glass tube	Approx. 6mm x 120cm length or more, pack of 10	10
15	Mirror	Square with frame, 200 x 140mm or more	5
16	Spirit burner	Glass type, capacity 70ml or more	10
17	Human skeleton	Plastic, full size replica fully articulated	1
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19	Eye and ear models	Human eye and ear models	1
20	Petri dish	Polystyrene, sterile, single vent. 90mm diameter	10
21	Pressure sterilizer	Small pressure vessel for sterilizing, max. 125°C, capacity Approx. 10L	1
22	Pipettes	Whole pipettes, capa. 20ml, 10ml	5
23	Burner	For LPG or Butane with gas cock and base, accessories: socket, plug and rubber tube	5
24	Photosynthesis appara.	Photosynthesis apparatus	3

Physical Science

25	Test tube stand	Wood, with steel spring for closing jaw, 180mm long	10
26	Test tube	Glass 16 x 125mm without rim and printing	40
27	Wash bottle	Polyethylene, narrow neck, column, 250ml capacity	10
28	Reagent bottle	Clear/brown glass, narrow neck, glass stopper, capa. 250ml	5
29	Evaporating basin	Porcelain, round bottom, capa. 50ml or more	10
30	Pipette	Class B, 25ml capacity, soda glass	5
31	Dropping pipette	With teat	2
32	Pipette filler	Pi-pump, 25ml capacity	2
33	Spatula	Spoon, stainless steel	10
34	Beaker	Glass with gradations, capa. 100ml, 300ml	10
35	Flask, conical	Glass with gradations, capa. 100ml, 300ml	10
36	Flask, round bottom	Glass, capa. 200ml, 500ml	5
37	Flask, volumetric	Glass, whole gradations, with stopper	5
38	Stirring rod	Dia. 6mm x 200mm or more, glass, pack of 10	10
39	Washing brush	For beakers, flasks, and test tubes	10
40	Funnel	120mm diameter, soda glass, short stem	5
41	Measuring cylinder	Graduated, glass, 100 x 1ml, 25 x 0.5ml capacity	10
42	Thermometer	General purpose, -20 to 105°C, 0 to 360°C, 1 each, mercury	10
43	Thermo-hygrometer	Analog type, temp. -10 to 50°C, humidity 0 to 100%	10
44	Stop watch	LCD digital, upto 9h59min.59.99seconds	5
45	Spring balance	10 x 0.2N, 1x 0.02N, Newton scale	5
46	Optical lens set	Spherical, bi-concave, bi-convex, etc. total 6 kinds	5
47	Prism	Right angle prism, (L)40mm x (T)20mm or more, pair	5
48	Glass tube	Approx. 6mm x 120cm length or more, pack of 10	20
49	Spirit burner	Glass type, capa. 70ml or more	10
50	Rubber stoppers	No 1, 3, 5, 7, 9 10pcs each	5
51	Burner	For LPG with gas cock and base, accessories: socket, plug and rubber tube	5
52	Bunsen burner	For butane/propane gas with 13mm outside diameter, tube, air regulator	10
53	Gauze	Iron wire, square, stainless steel, approx. 150 x 150mm	10
54	Laboratory tool kit	Hammer, Plier, etc. 16 tools or more with case	1
55	Tripod stand	For spirit lamp, gas burner	10
56	Pulley set	Single, double pulley, string and weights, etc.	5
57	Bar magnet	Approx. 150 x 18 x 6mm, in pairs with keepers	5
58	Voltmeter	Analog DC voltmeter, -1 ~ +3V, -5 ~ +15V, -100 ~ +300V	5
59	Ammeter	Analog DC -10 ~ +50mA, -100 ~ +500mA, -1 ~ +5A	5
60	Slide resistor	Single tube, 2A, 30ohms	5
61	Resistor	Carbon film, 1/3 Watts, 2.2ohms, 4.7 ohms, 5.6 ohms	2
62	Electric circuit	Electric circuit board kit (Worcester Circuit board Kit)	2
63	Motor	Small motor/ generator unit	2
64	Inclined plane set	Inclined plane, cart, stirup, weight, etc.	5
65	knife switch	With plastic base, knife-shaped switch, with clips	5
66	Transistor	p-n-p, n-p-n, 1 pc each	5
67	Table balance	Capacity 200g, readability 200mg, with weights	5
68	Periodic table	Chart	2

It should be noted that the Japan's Grant Aid shall not be extended to the procurement of consumable goods, such as textbooks, chemicals for science experiment, and computers and those are excluded from the list shown above.

4-3. Explanation on Draft Report

MINUTES OF DISCUSSIONS
ON
PREPARATORY SURVEY
(EXPLANATION OF DRAFT REPORT)
ON
THE PROJECT FOR RE-CONSTRUCTION AND EXPANSION
OF
SELECTED COMMUNITY DAY SECONDARY SCHOOLS (CDSSs)
IN
THE REPUBLIC OF MALAWI

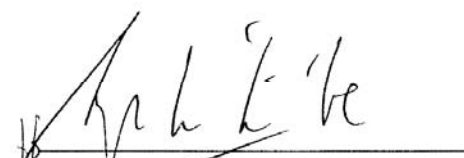
From September 2009 to December 2009, the Japan International Cooperation Agency (hereinafter referred to as "JICA") had conducted two field surveys as a part of the Preparatory Survey on the Project for Re-construction and Expansion of Selected Community Day Secondary Schools (CDSSs) (hereinafter referred to as "the Project") in the Republic of Malawi. Based on the results of these field surveys and subsequent technical examination conducted in Japan, JICA prepared the Draft Preparatory Survey Report.

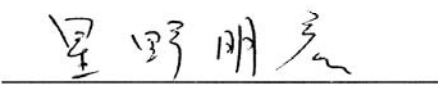
In order to explain the contents of the report and discuss with the officials concerned of the Government of Malawi, JICA sent the Survey Team (hereinafter referred to as "the Team"), which was headed by Mr. Akihiko Hoshino, Deputy Representative of JICA Malawi Office, from 24th April to 9th May 2010.

As a result of discussions, both sides have confirmed the main items described in the attached sheet.

Lilongwe, Malawi

30 April 2010


Bernard H. Sande
Secretary for Education, Science and Technology
Ministry of Education, Science and Technology
The Republic of Malawi


Akihiko Hoshino
Leader,
Preparatory Survey Team
Japan International Cooperation Agency (JICA)

ATTACHMENT

1. Contents of the Draft Report

The Malawian side agreed and accepted in principle the contents of the draft report as explained by the Team.

2. Japan's Grant Aid Scheme and Major Undertakings

The Malawian side understood the Japan's Grant Aid Scheme, and the Malawian side assured that it shall take necessary measures, as described in ANNEX-8 of the Minutes of Discussion signed by both parties on September 28th, 2009. Particularly, the Malawian side ensured that it would complete the site clearance before the commencement of construction works (around the middle of April 2011) at all sites and acquire the necessary certificate for the construction at Nanjiriri before the public notice of procurement.

3. Final Report of the Preparatory Survey

JICA will complete the final report in accordance with the result of discussions and forward it to the Malawian side by the end of September 2010.

4. Confidentiality of the Information Related to the Project

Both sides confirmed that all information related to the Project including design documents of facilities and furniture shall not be released to any outside parties before concluding all contracts for the Project. Furthermore, both sides agreed that the estimated cost of the Project as described in ANNEX-1 shall never be duplicated or released to any outside parties before concluding all contracts for the Project.

5. Other relevant issues

5-1. Components and Facilities Covered by the Project

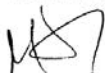
Both sides agreed on the list of components and facilities for each candidate schools to be covered by the Project as shown in ANNEX-2. The Malawian side agreed that the Japanese side would make a final decision on this matter through further study in Japan.

5-2. Project Cost Estimation

The Malawian side understood that the Project cost estimation described in ANNEX-1 was not final at this stage and would be set and approved by the Government of Japan after thorough examinations.

5-3. Allocation of Necessary Budget and Personnel

The Malawian side agreed to allocate necessary budget and personnel for the proper operation and maintenance of the facilities to be covered by the Project. Particularly, the Malawian side understood that it needs to register all schools covered by the Project as Cost



¹ ah

Centres in order to facilitate the smooth budget allocation.

5-4. Proper Use and Maintenance

Both sides understood that proper use and maintenance of the facilities was indispensable for their long-term use. The Malawian side assured the Team that it would facilitate the proper use and maintenance of the facilities in the schools to be covered by the Project with the active involvement of concerned parties such as Education Division Managers and head masters, and other concerned organizations.

ANNEX-1 Project cost estimation

ANNEX-2 School and Facilities to be covered by the Project



2 ali

ANNEX-2 School and Facilities to be covered by the Project

Candidate Schools (in order of priority)	Buildings						External Works				Infrastructures				Equipment	
	Classroom 2 Rooms /Block	Laboratory 2 Rooms /Block	Administ -ration /Library	Toilet /Latrine	Girls' Hostel 80 person /Block	Dining/Hall /Kitchen	Staff House 2houses /Block	Wall Fence/ Path & Pave.	Sports Ground	Planting	Escom Connection	Solar Panel Connection	City Water Connection	Borahole	Other incidental facilities, equipment	Educational Furniture
1 Chikhwaza CDSS /SH,ED	A (2)	A (1)	A (1)	A (5)	A (2)	A (1)	B	GoM	GoM	GoM	—	—	A	A	A	A
2 Dzawe CDSS /SE,ED	A (2)	A (1)	A (1)	A (5)	A (2)	A (1)	B	GoM	GoM	GoM	—	—	A	A	A	A
3 Miseche CDSS /CW,ED	A (2)	A (1)	A (1)	A (5)	A (2)	A (1)	B	GoM	GoM	—	A	—	A	A	A	A
4 Namasomb a CDSS /SE,ED	A (2)	A (1)	A (1)	A (5)	A (2)	A (1)	B	GoM	GoM	—	A	—	A	A	A	A
5 Nanjiri CDSS /SW,ED	A (3)	A (1)	A (1)	A (8)	—	—	B	GoM	GoM	GoM	—	GoM	—	A	A	A
6 Nankumba CDSS /SW,ED	A (2)	A (1)	A (1)	A (5)	—	—	B	GoM	GoM	GoM	—	GoM	—	A	A	A

Remarks: A : Highest priority as essential facility.
B : Second highest priority as necessary facility.
GoM : To be covered by Malawian Government

5. References

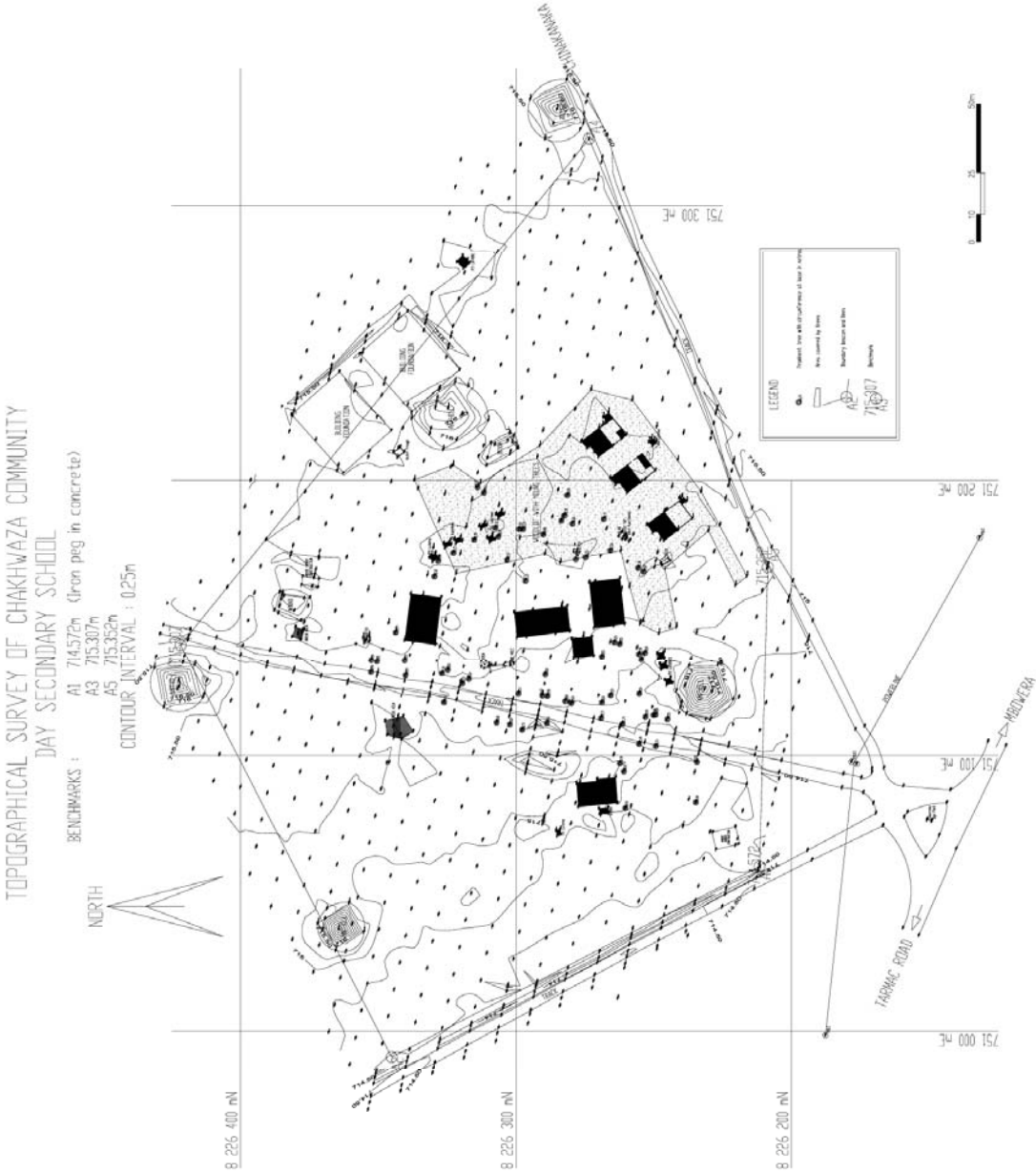
	Name	Date	Type	Issue/Writer
1	Education Sector Implementation Plan- Towards Quality Education: Implementing the National Education Sector Plan 2009-2013	2009.9	Data	Ministry of Education, Science and Technology
2	National Education Sector Plan 2008-2017 (Ultimate Document)	2008.10	Data	Ministry of Education, Science and Technology
3	Quarterly Progress Report - 2008/09 2nd/3rd/4th Quarter	2009	Data	Ministry of Education, Science and Technology
4	Education Management Information System- Consolidated Data+ Data Manager (2008)	2008.11	Data	Ministry of Education, Science and Technology
5	Education Statistics 2008	2008.11	Book	Ministry of Education, Science and Technology
6	Malawi/ADF Education IV Secondary Schools Quarterly Progress Report No.17 April to June 2009	2009.7	Copy	Ministry of Education, Science and Technology
7	Schedule of Established Offices With Effect from 1st July 2009 Secretary for Human Resource Management and Development	2009.10	Copy	Ministry of Education, Science and Technology
8	Statistical Yearbook 2008	2009	Book	National Statistical Office
9	2008 Population and Housing Census Preliminary Report	2009	Book	National Statistical Office
10	Quarterly Statistical Bulletin- June 2009	2009	Book	National Statistical Office
11	Public Procurement Act No.8 of 2003	2003	Book	Office of the Director of Public Procurement
12	Public procurement regulations	2004	Book	Office of the Director of Public Procurement
13	Desk Instruction for public Procurement	2004	Book	Office of the Director of Public Procurement
14	Standard Bidding Document for the Procurement of Works		Data	Office of the Director of Public Procurement
15	User Guide to the Standard Bidding Document for the Procurement of Works		Data	Office of the Director of Public Procurement
16	Standard Bidding Document for the Procurement of Goods		Data	Office of the Director of Public Procurement
17	User Guide to the Standard Bidding Document for the Procurement of Goods		Data	Office of the Director of Public Procurement
18	Standard Bidding Document for the Procurement of Consultancy Service		Data	Office of the Director of Public Procurement
19	User Guide to the Standard Bidding Document for the Procurement of Consultancy Service		Data	Office of the Director of Public Procurement
20	Bidding Document for the Procurement of Goods by National Competitive Bidding		Copy	Ministry of Education, Science and Technology Special Procurement unit

	Name	Date	Type	Issue/Writer
21	Lump Sum Consultancy_Request for Proposal		PDF	Building Department of MoTPW
22	Complex Time Based Consultancy_Request for Proposal		PDF	Building Department of MoTPW
23	Act No.19 of 1996	1996	Copy	National Construction Industry Council
24	Application for Registration as a Consultant	1996	Copy	National Construction Industry Council
25	Application for Registration as a Contractor	1996	Copy	National Construction Industry Council
26	Standard Bidding Documents Malawi/ADF Education V Project Support to Secondary Education	1997	Copy	The African Development Bank
27	Support to Community Day Secondary Schools (Education IV)Mid-term Review and Support to Secondary Education (Education V)Project Supervision Mission	2007	Copy	The African Development Bank
28	ADF V Education Project Lowest/Recommend Bid Price Analys		Copy	The African Development Bank
29	4 th ADF Education project. Chichiri Blantyre 3 Drawings		Data	The African Development Bank
30	Chimbowe BQ		Data	The African Development Bank
31	Civil/Structural Engineering Specifications	2006	Data	The African Development Bank
32	Bidding Document Bills of Quantities Thumu, Chiphoola & Lowonde CDSS Luwelezi CDSS, Chikhwaza CDSS	2009	Copy	The African Development Bank :
33	Bidding Document Furniture, Equipment for Lab, PC	2009	Copy	The African Development Bank :
34	EDMU Drawings		Data	EDMU(Word Bank)
35	Request For Proposal and Short list and Evaluation Report for consultants	2005	Data	EDMU(Word Bank)
36	Bid Evaluation Report and Recommendation for Award of Contract shool furniture	2009	Data	EDMU(Word Bank)
37	Bidding Document for the Procurement of Furniture for Blantyre, Dedza, Lilongwe Girls and Muzuzu, Govt Secondary Schools	2009	Data	EDMU(Word Bank)
38	Bid Evaluation Report. Construction of proposed Teachers Training College at Liwonde Township	2007	Data	EDMU(Word Bank)
39	Bid Evaluation Report and Recommendation for Award of Contract for the proposed Teachers Training College at Liwonde Township	2007	Data	EDMU(Word Bank)
40	Contract Document – Volume II Bills of Quantities IDA CREDIT No. 3051 – MAI 拔粹		Copy	EDMU(Word Bank)
41	Town and Country planning Standards and Guidelines for Development	1987	Data	Town and Country Planning Department/Malawi Government,
42	Blantyre City Assembly Building Bylaws		Data	Blantyre City Assembly

	Name	Date	Type	Issue/Writer
43	Schedule of standard Conditions to be Applied to Planning Approval	1996	Data	Blantyre City Assembly
44	Malawi Standard : Stabilised soil blocks- specification		Book	Malawi standard board
45	Malawi Standard : burnt bricks- Code of practice for moulding and firing		Book	Malawi standard board
46	Malawi Standard : Timber, stress graded softwood General structural- specification		Book	Malawi standard board
47	Malawi Standard : Burnt Bricks - specification		Book	Malawi standard board
48	Malawi Standard : Mechanical stress grading of softwood timber (flexural method)- code of practice		Book	Malawi standard board
49	Malawi Standard : Timber, hardwood furniture - specification		Book	Malawi standard board
50	Malawi Standard : Softwood Joinert Timber - Specification		Book	Malawi standard board
51	Malawi Standard : Iron sheets, Galvanized - Specification		Book	Malawi standard board
52	The Geology and the Mineral Resources of Malawi	1973	Book	Ministry of Forestry and Natural Resources, Geological survey Department
53	Consultancy report for Lilongwe city council for soil investigation in Area 36/1, Lilongwe City		Book	Ministry of Forestry and Natural Resources, Geological survey Department
54	Geological Map of Malawi	1966	Copy	Ministry of Forestry and Natural Resources, Geological survey Department
55	Mineral construction raw material supply for the Blantyre City region	2005	Copy	Republic of Germany federal Institute for geosciences and natural Resources Hanover
56	State of Stress in East and Southern Africa and Seismic Hazard Analysis of Malawi		Copy	Lostina S. Chapola
57	Budget Document No.2 2008-09 Approved Financial Statement	2009	Copy	Ministry of Finance
58	Budget Document No.3 2009/10 Approved Financial Statement	2009	Copy	Ministry of Finance
59	The Malawi Gazette Supplement Government Notice No.42 Customs and Excise (Tariffs) Order, 2007	2007.12	Data	Malawi Revenue Authority
60	Population and Housing Census 2008 Main Report	2009.9	Book	National Statistical Office
61	Population and Housing Census 2008 TA population	2009. 12	Data	National Statistical Office
62	Seismic Data 1901-2009		Data	Geological Survey Department
63	meteorological Data (Temperature, Rainfall, Wind Velocity)		Data	Blantyre City Assembly

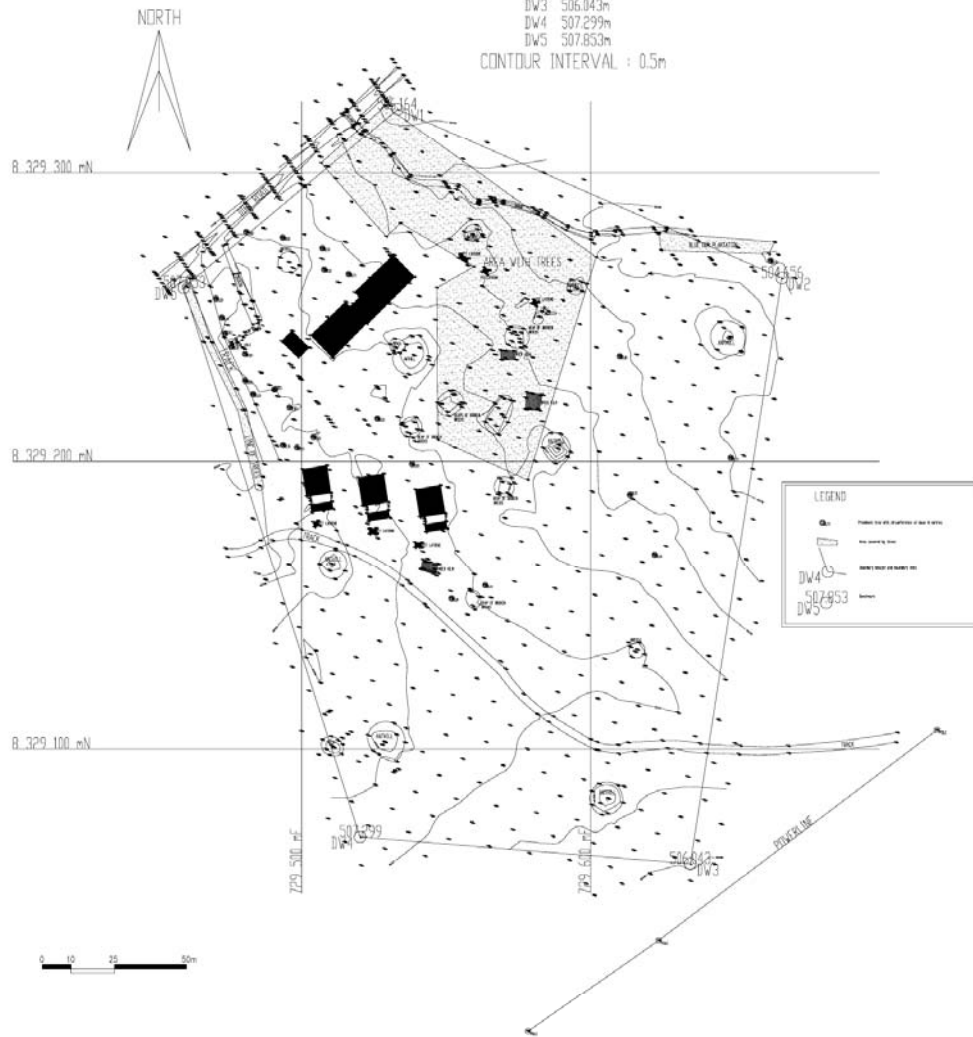
6. Other Relevant Data

☐ Topographical Survey Reports



TOPOGRAPHICAL SURVEY OF DZIWE COMMUNITY DAY SECONDARY SCHOOL

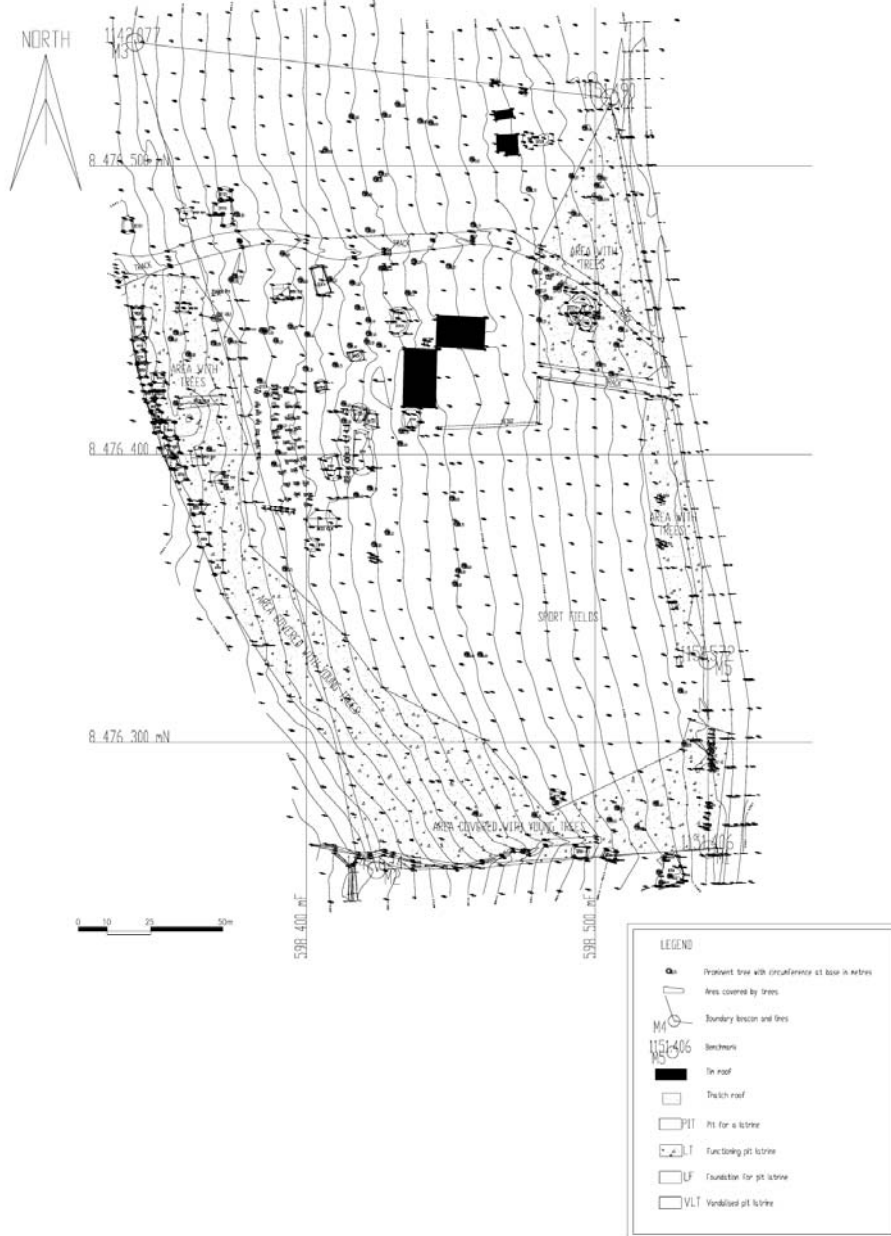
BENCHMARKS : DW1 506.164m (Iron peg in concrete)
 DW2 504.656m
 DW3 506.043m
 DW4 507.299m
 DW5 507.853m
 CONTOUR INTERVAL : 0.5m



TOPOGRAPHICAL SURVEY OF MSECHE COMMUNITY DAY SECONDARY SCHOOL

BENCHMARKS :
 M1 1151.406m (Iron peg in concrete)
 M2 1142.624m
 M3 1142.077m
 M4 1151.490m
 M5 1151.572m

CONTOUR INTERVAL : 0.5m

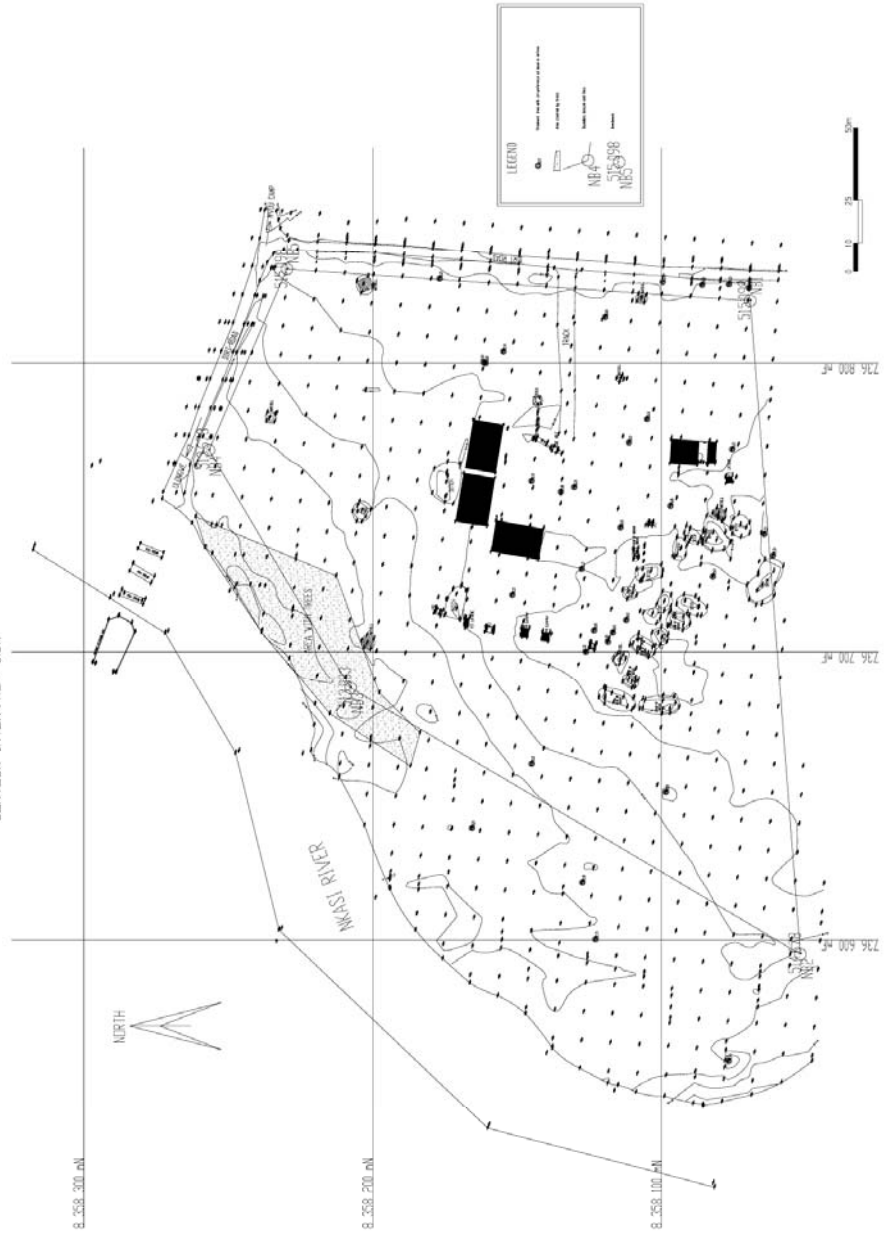


TOPOGRAPHICAL SURVEY OF NAMALIMBA COMMUNITY
DAY SECONDARY SCHOOL

BENCHMARKS :

- MB1 515145m (Iron peg in concrete)
- MB2 514628m
- MB3 513880m
- MB4 513673m
- MB5 515098m

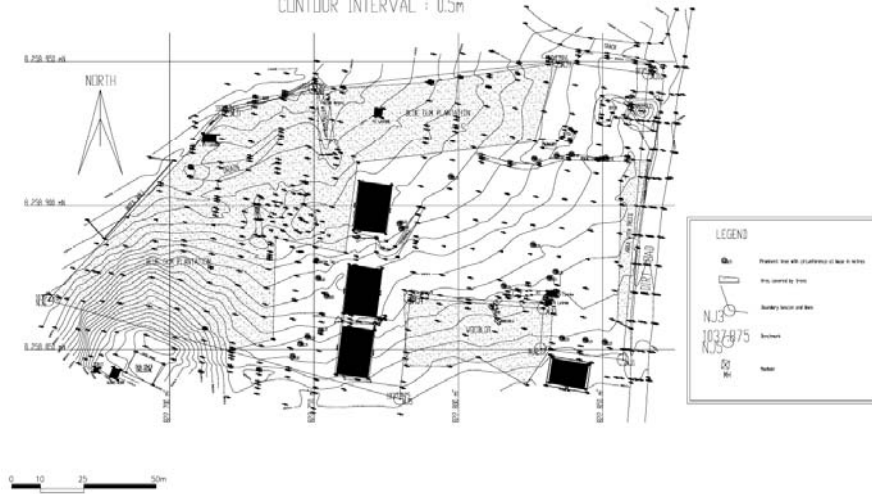
CONTOUR INTERVAL : 0.5m



TOPOGRAPHICAL SURVEY OF NANJIRIRI COMMUNITY
DAY SECONDARY SCHOOL

BENCHMARKS : NJ5 1037.875m (Iron peg in concrete)
 NJ6 1032.228m
 NJ7 1029.449m
 NJ8 1029.496m
 NJ9 1034.026m
 NJ10 1035.813m

CONTOUR INTERVAL : 0.5m



TOPOGRAPHICAL SURVEY OF NANKUMBA COMMUNITY
DAY SECONDARY SCHOOL

BENCHMARKS :
 M1 895.667m (Iron peg in concrete)
 M2 892.428m
 M3 888.661m
 M6 903.575m
 M7 900.224m

CONTOUR INTERVAL : 0.5m

