Introduction

Ministry of Water Sector Program Management Information System is online based Information system which runs over a global internet .With this system all information will be centralized and accessed via World Wide Web at this address:
www.mowimis.go.tz

For support issue please send email to: majimis@mowi.go.tz or ictu@mowi.go.tz

The Sector Program Management Information system main menu consists of six modules:

1.Planning & Budgeting

2.Procurement Management

3.Contracts Management

4.Financial Management

5.Reports and

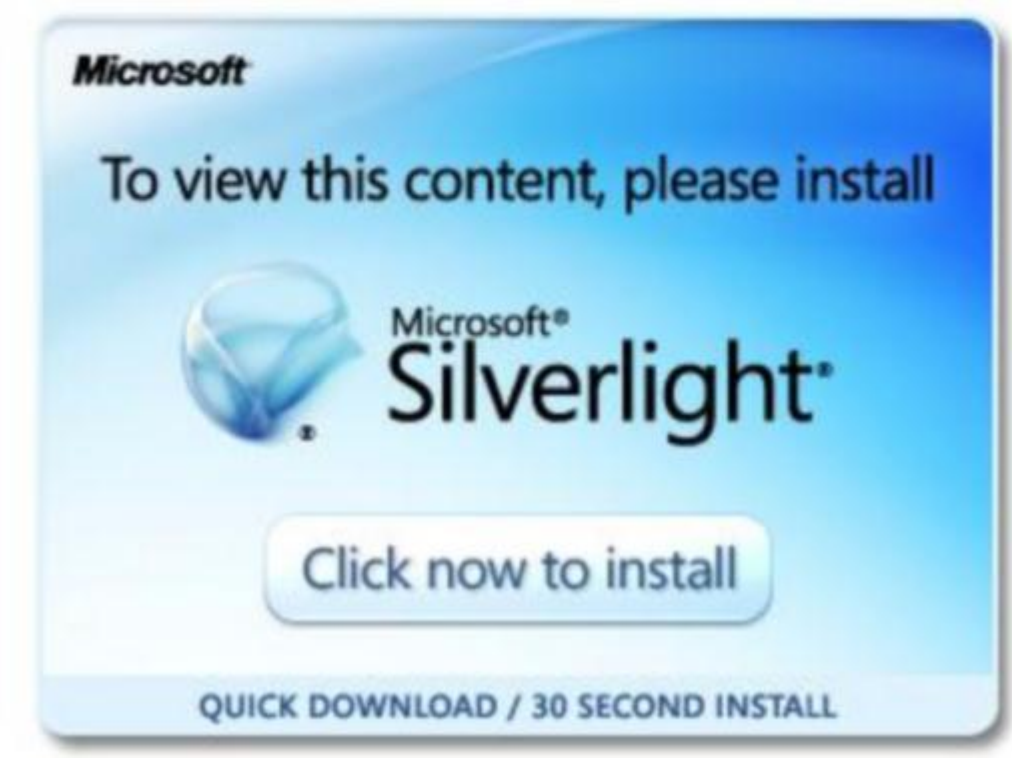
6.Administration.

Start up

The system is available over the internet at the following address:
www.mowimis.go.tz

To contact technical support please send email to majimis@mowi.go.tz

When the program start for the first time, user will be prompted to download Microsoft Silverlight plug-in to allow the application to open, please download and run the Silverlight.



Microsoft

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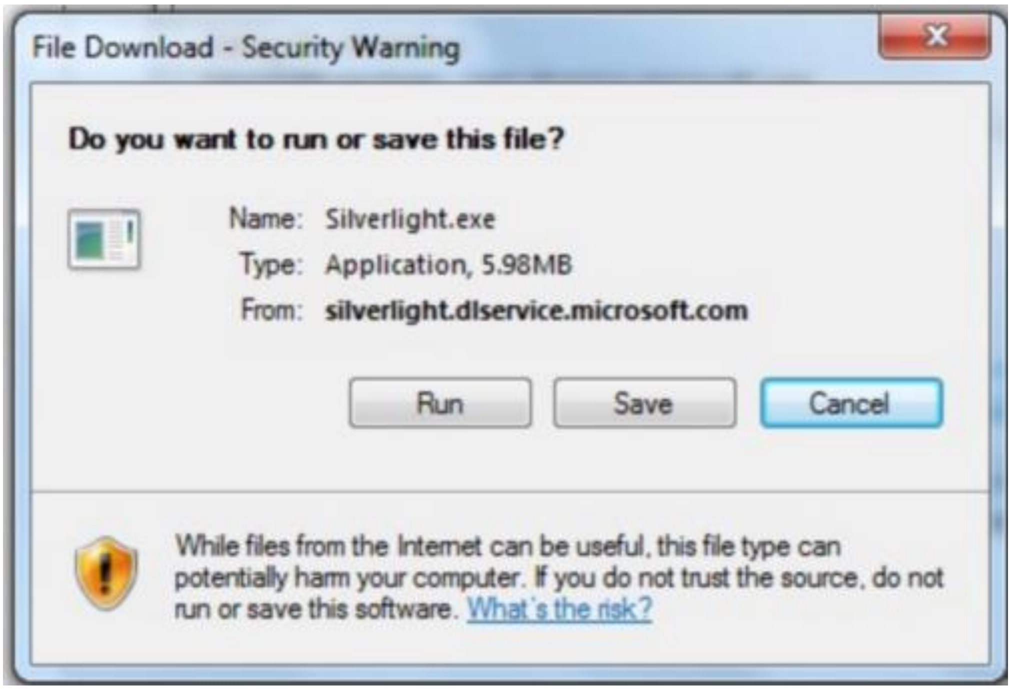

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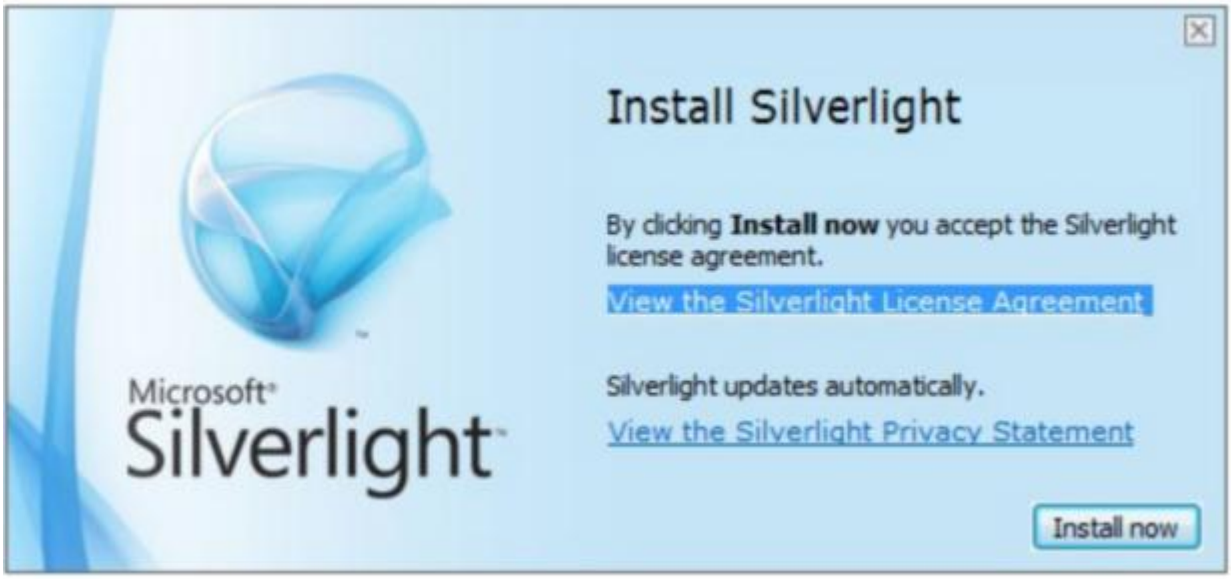

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After installing properly the Microsoft Silver Light, the login page will open up then fill in:-

- **User ID**
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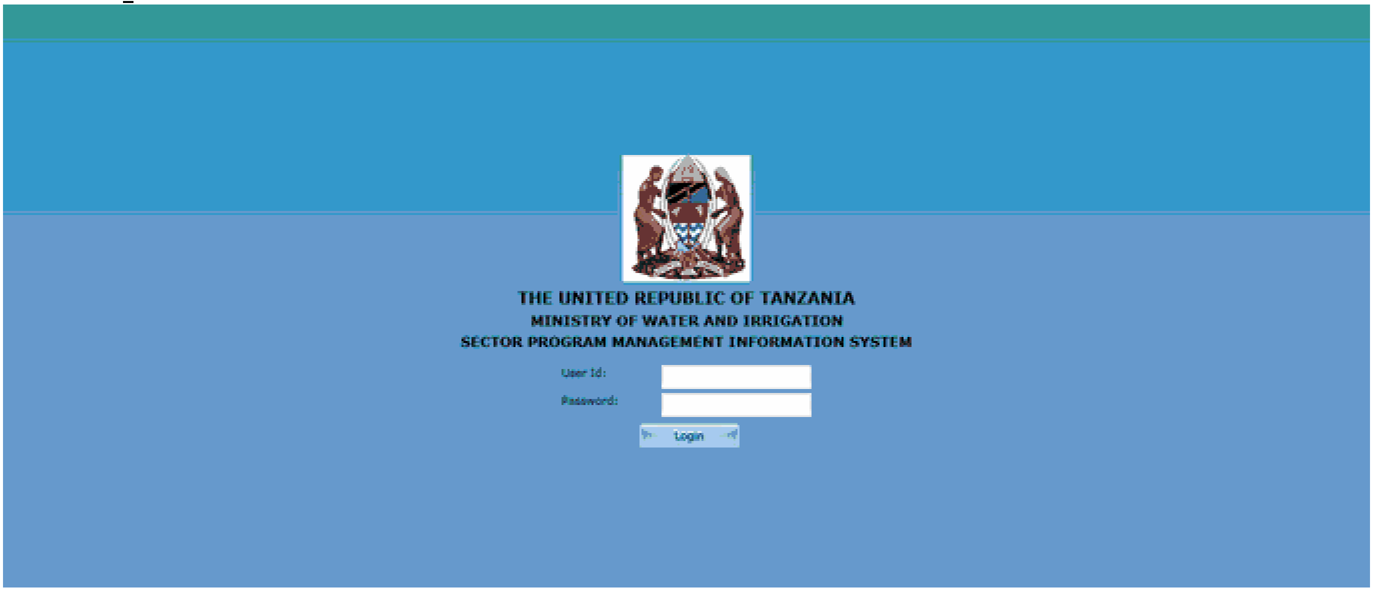

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MINISTRY OF WATER AND IRRIGATION
SECTOR PROGRAM MANAGEMENT INFORMATION SYSTEM

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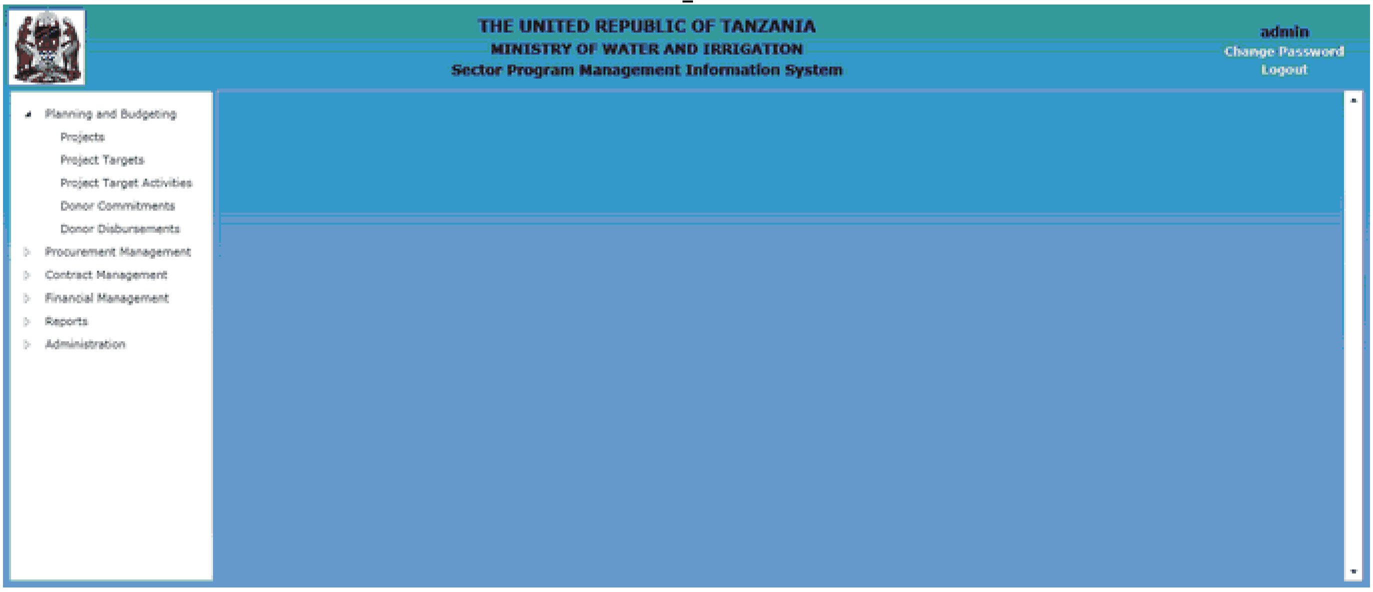
Login Page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Sector Program Management Information System

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Planning and Budgeting
Projects
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Donor Disbursements
Procurement Management
Contract Management
Financial Management
Reports
Administration

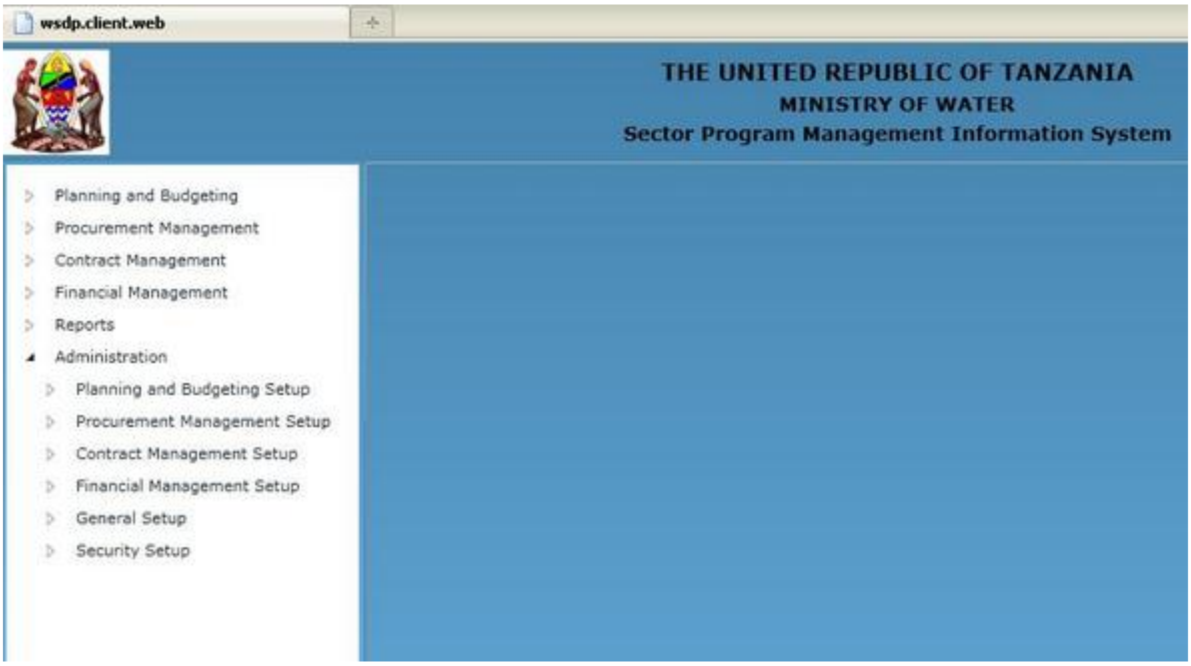
Main Page

Administration

Administration Module, this module initializes various setups for the operational of the system and defines all initial parameter for each major modules i.e. Planning and Budgeting, Procurement Management, Contracts Management and Financial Management.

This Module Includes:

- Planning and budgeting setup
- Procurement management setup
- Contracts Management setup
- Financial Management setup
- General Setup and
- Security Setup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Sector Program Management Information System
Planning and Budgeting
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Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Financial Management Setup
General Setup
Security Setup

Administration

Planning and Budgeting Setup

Planning and Budgeting setup, this part includes all setups and configurations for planning and budgeting module. Is the core module which lead the progressive of other modules which cannot be set if no planning and budgeting done.

This Module Includes defining, Registration and Setups of the following:-

- Programs
- Program Annual Budget
- Components
- Sub Components
- Implementing Agency Category and Implementing Agencies
- Source Fund Category ,source funds and
- Assigning Source Fund to Source Fund Categories

Objective

Program Objective Registration; This defines various program objectives which are assigned to various projects in each components.

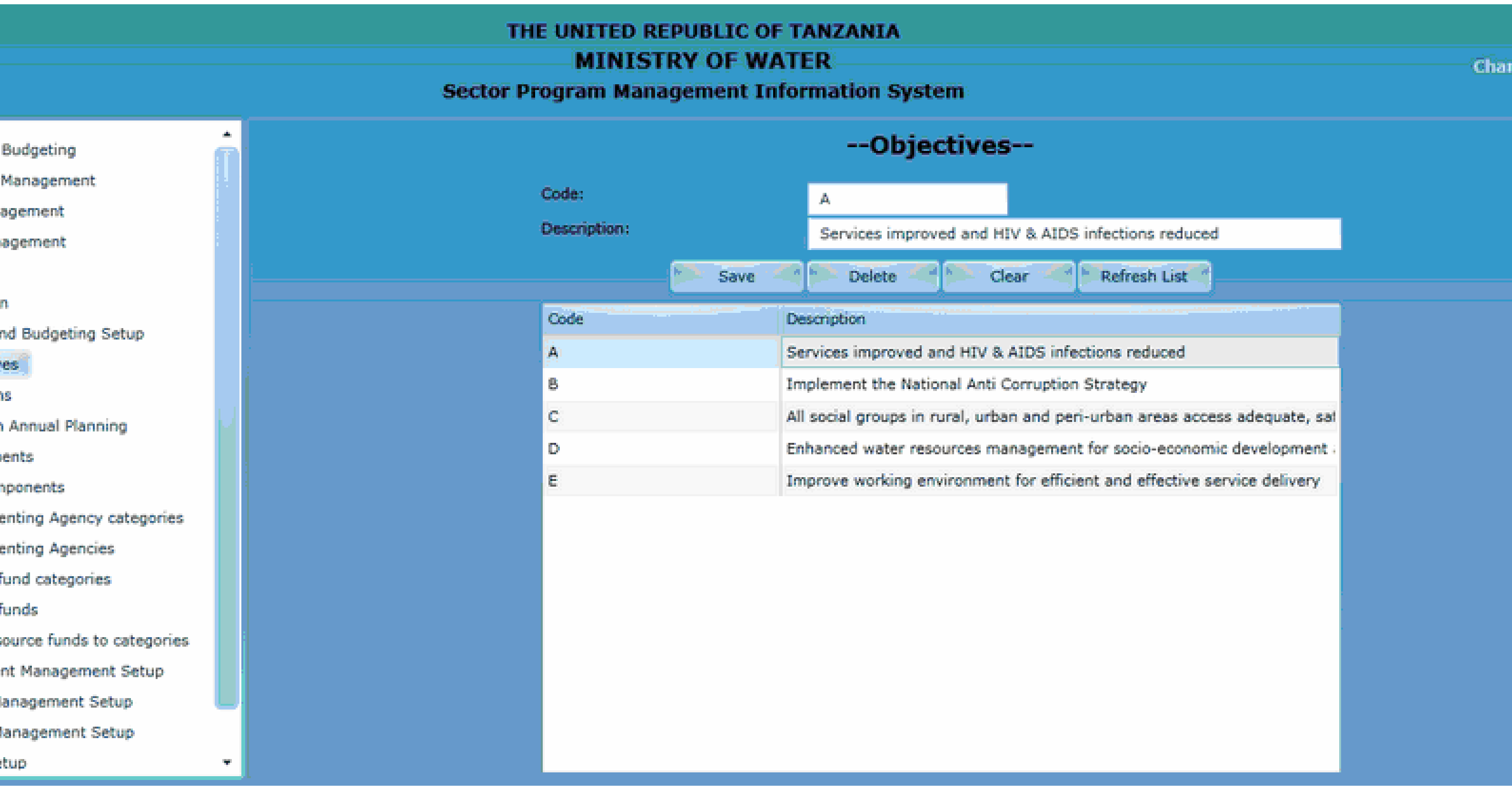
On Main Menu go to : **Administration >>Planning and Budgeting setup>>Objective**

Define the following:-

- Objective Code

- Objective Description

- Click save to Register Program Objective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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Objectives--

Code: A

Description: Services improved and HIV & AIDS infections reduced

Code	Description
A	Services improved and HIV & AIDS infections reduced
B	Implement the National Anti Corruption Strategy
C	All social groups in rural, urban and peri-urban areas access adequate, sa
D	Enhanced water resources management for socio-economic development
E	Improve working environment for efficient and effective service delivery

Program Objectives

Program

Program Registration; for MOW Program Management Information System to work ,a program should be defined first. The Program code and Program description are compulsory.

On Main Menu go to : **Administration** >>**Planning and Budgeting setup**>>**Programs**

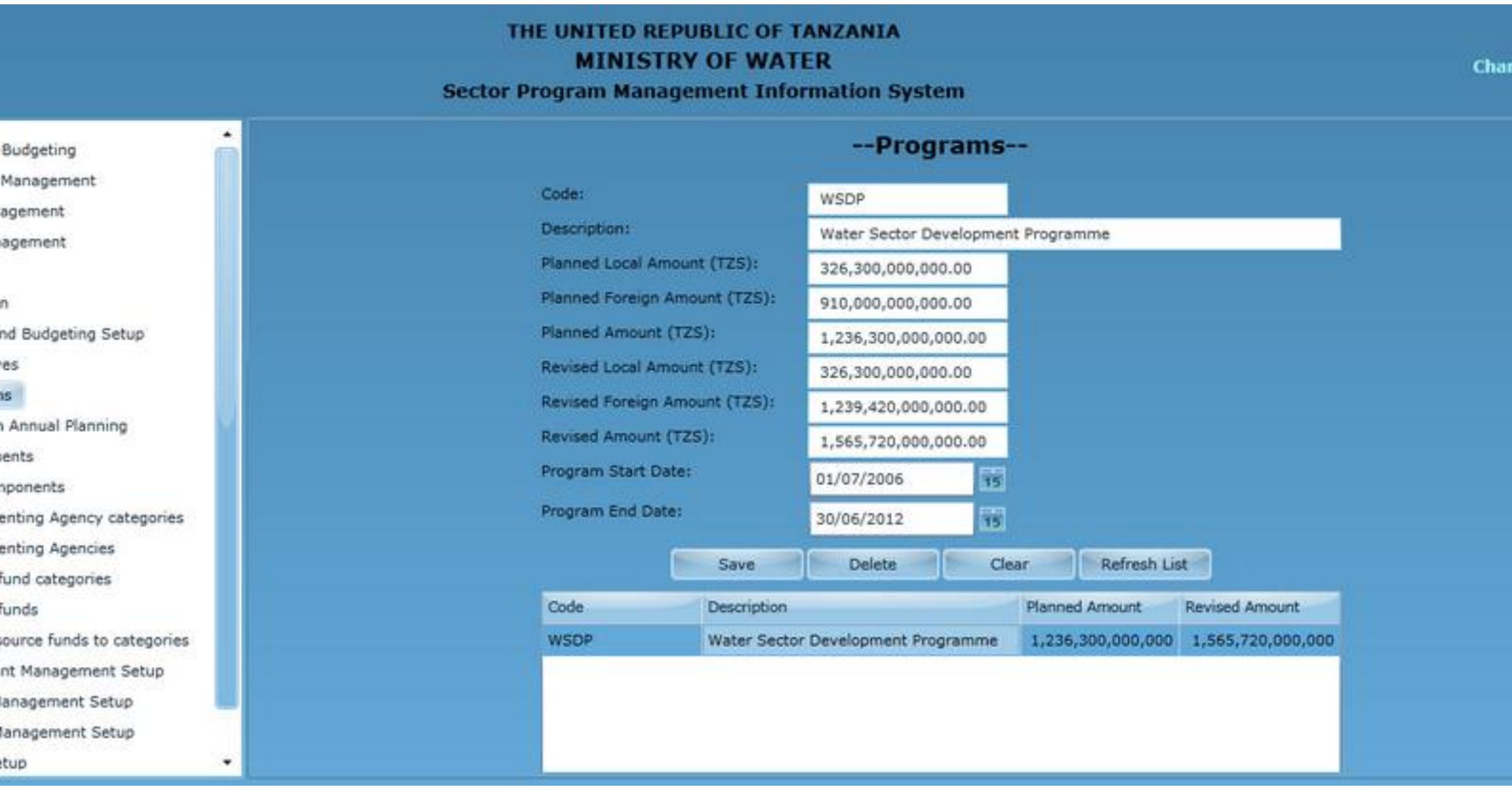
Define the following:-

- Program Code

- Program Description

- Planned Local Amount in Tanzania Shillings (TSh) this is the Planned amount to be contributed by the Government Of Tanzania

- Planned Foreign Amount in Tanzania Shillings (TSh) this is the planned Amount to be contributed by other development partners other than Government of Tanzania.
- The Revised amount for Local and Foreign are used to amend the planned amount.
- Program start date and program end date, these set the period planned for the specific project
- Click save to Register Program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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Programs--

Code: WSDP
Description: Water Sector Development Programme
Planned Local Amount (TZS): 326,300,000,000.00
Planned Foreign Amount (TZS): 910,000,000,000.00
Planned Amount (TZS): 1,236,300,000,000.00
Revised Local Amount (TZS): 326,300,000,000.00
Revised Foreign Amount (TZS): 1,239,420,000,000.00
Revised Amount (TZS): 1,565,720,000,000.00
Program Start Date: 01/07/2006
Program End Date: 30/06/2012

Code	Description	Planned Amount	Revised Amount
WSDP	Water Sector Development Programme	1,236,300,000,000	1,565,720,000,000

Program Registration

Program Annual planning

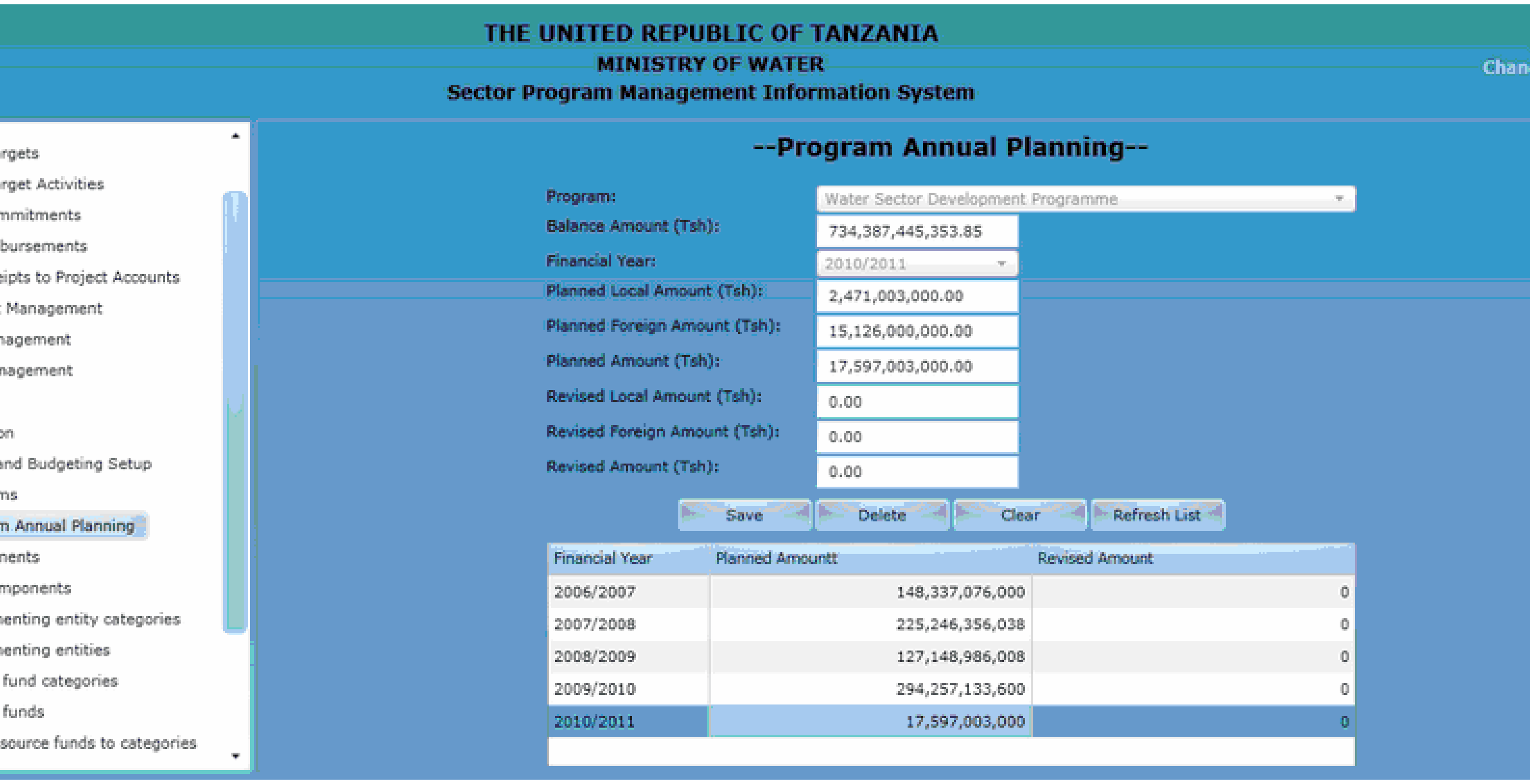
Program annual budget, this defines the budget set annually for the program.

Administration >>Planning and Budgeting setup>> Program annual planning

- Select all required parameters i.e. program and financial year
- Add program annual plan in Local and foreign Amount (Local for government contribution and foreign for other donors contribution)

- For any revised Program Budget for specific financial year revised foreign and local Amount are used to set the revised amount without changing the planned amount.

- Click Save to add annual budget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--Program Annual Planning--

Program: Water Sector Development Programme
Balance Amount (Tsh): 734,387,445,353.85
Financial Year: 2010/2011
Planned Local Amount (Tsh): 2,471,003,000.00
Planned Foreign Amount (Tsh): 15,126,000,000.00
Planned Amount (Tsh): 17,597,003,000.00
Revised Local Amount (Tsh): 0.00
Revised Foreign Amount (Tsh): 0.00
Revised Amount (Tsh): 0.00

Financial Year	Planned Amountt	Revised Amount
2006/2007	148,337,076,000	0
2007/2008	225,246,356,038	0
2008/2009	127,148,986,008	0
2009/2010	294,257,133,600	0
2010/2011	17,597,003,000	0

Program annual budget

Components

Component is the breakdown of the programs and in some cases are called sub programs, these are user defined and is one of the compulsory setup before projects and its dependents are defined. In creating components some fields are must (compulsory), and should be defined for the successfully creation of the component i.e. *Component code and Component description.*

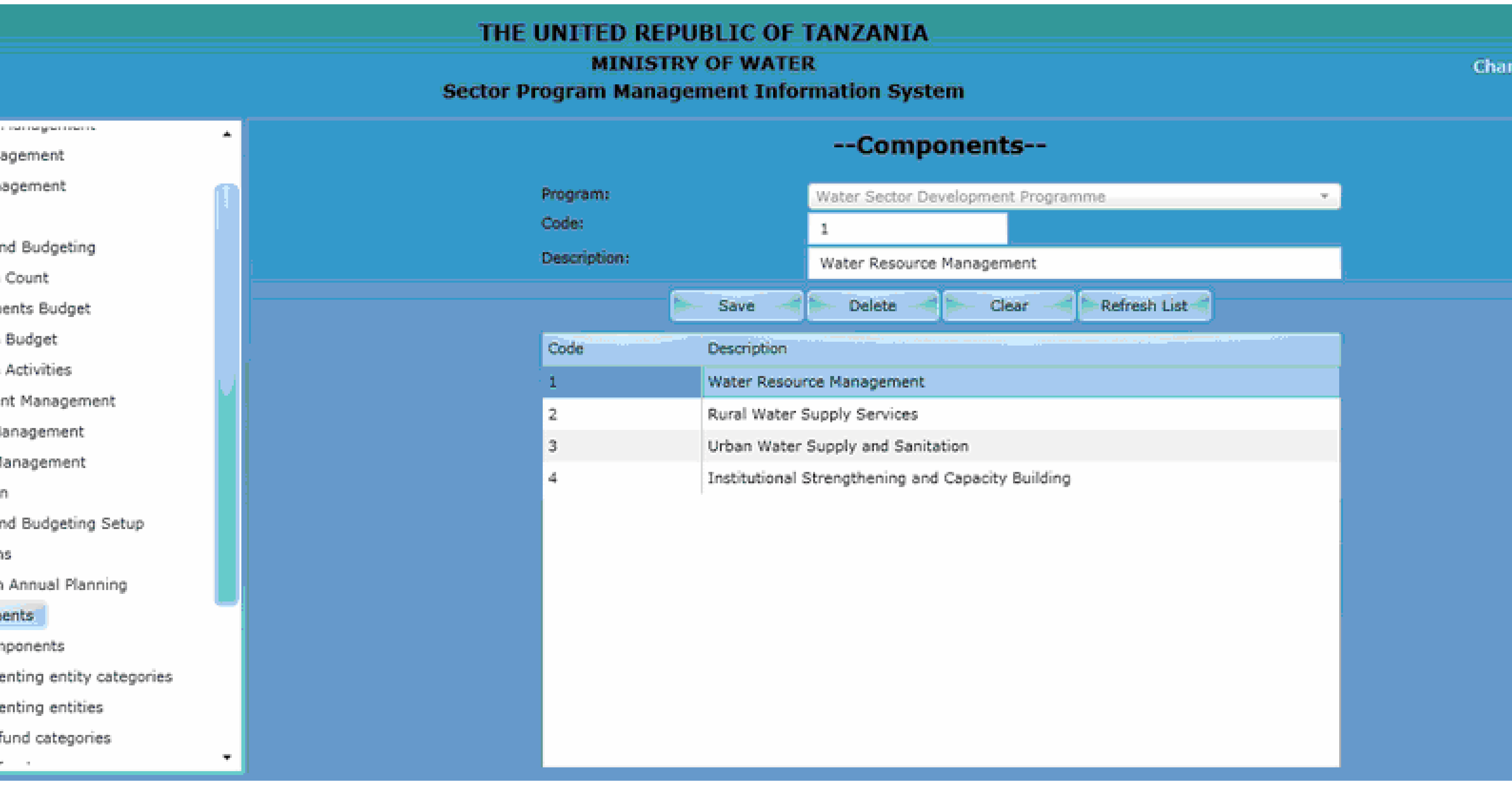
To register component to a program go on main menu bar:

>>Administration >>Planning and Budgeting setup>>Components:

- Select Program

- add Component code

- add Component description then
- Click Save to register Component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Program: Water Sector Development Programme
Code: 1
Description: Water Resource Management

Code	Description
1	Water Resource Management
2	Rural Water Supply Services
3	Urban Water Supply and Sanitation
4	Institutional Strengthening and Capacity Building

Component Registration

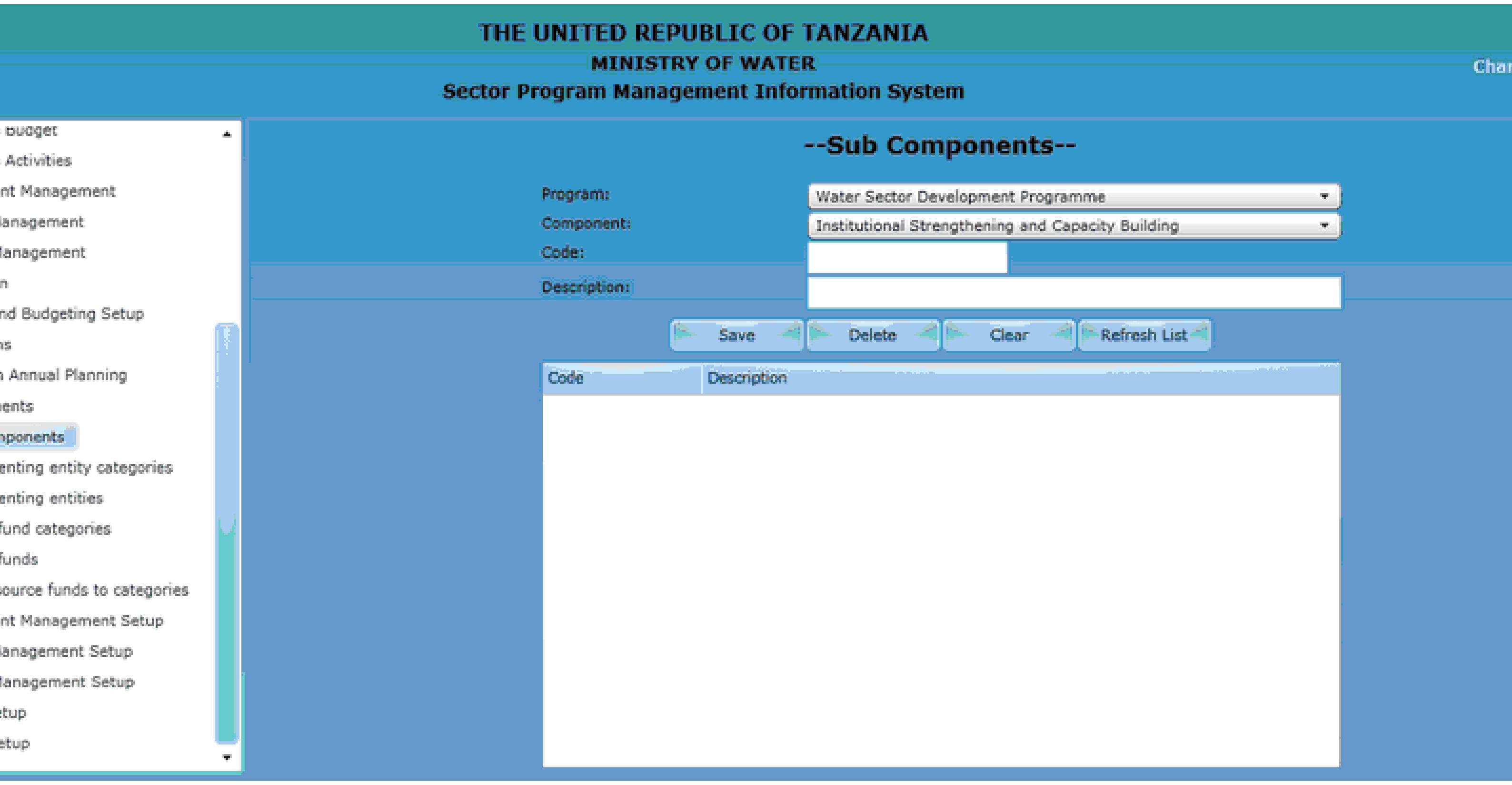
Sub Components

Sub Component is the breakdown of the program components ,this give more breakdown of the program and its optional to be defined ,the effect of defining these later will exclude the previous defined project and their dependents, selection will exclude the sub program on filtering.

To register Sub Component go to :

>>Administration >>Planning and Budgeting setup>> Sub Components:

- Select Program
- Select component
- add sub component code
- add sub component description then
- Click save to register sub component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Description

Program: Water Sector Development Programme
Component: Institutional Strengthening and Capacity Building
Code:
Description:

Sub Component Registration

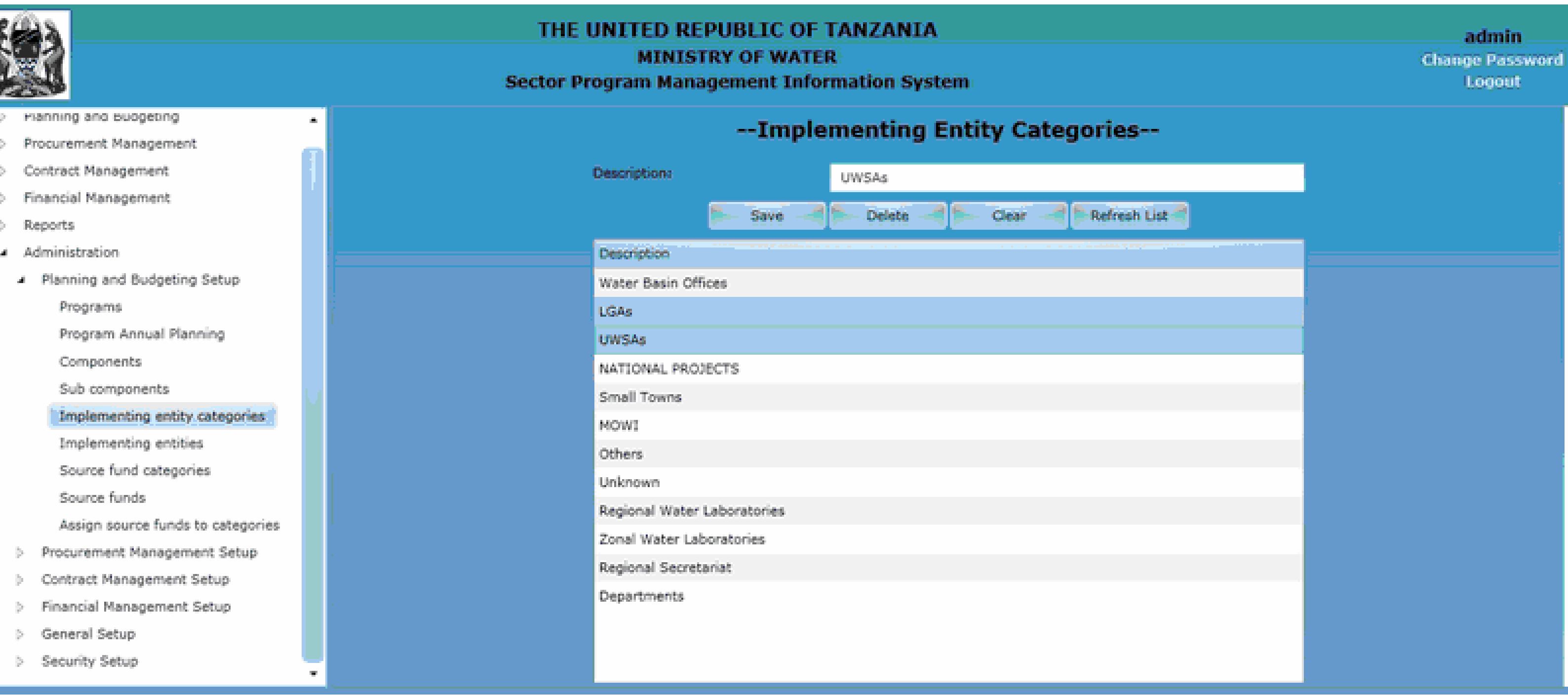
Implementing Agency Categories

Implementing Agency categories, This groups different implementing Agency into groups for easy filtering and narrow down the listings. User will be able to allocate the implementing Agency by selecting the Agency category, example of these categories are :- *LGA, UWSAS, National Project, Water Basins etc.*

To define category go to Main Menu Bar:

>>Administration >>Planning and Budgeting setup>>Implementing Agency Categories:

- Add description for Implementing Agency Categories
- Click save to register implementing Agency Categories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Financial Management Setup
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Sector Program Management Information System

--Implementing Entity Categories--

Description: UWSAs

Description
Water Basin Offices
LGAs
UWSAs
NATIONAL PROJECTS
Small Towns
MOWI
Others
Unknown
Regional Water Laboratories
Zonal Water Laboratories
Regional Secretariat
Departments

Implementing Agency Categories

Implementing Agencies

Implementing Agencies ,these are Agencies and all stakeholders which are working together in various Project under Water sector, can be attached to project or procurement activity during Implementations as Implementing Agency or procuring Agency.

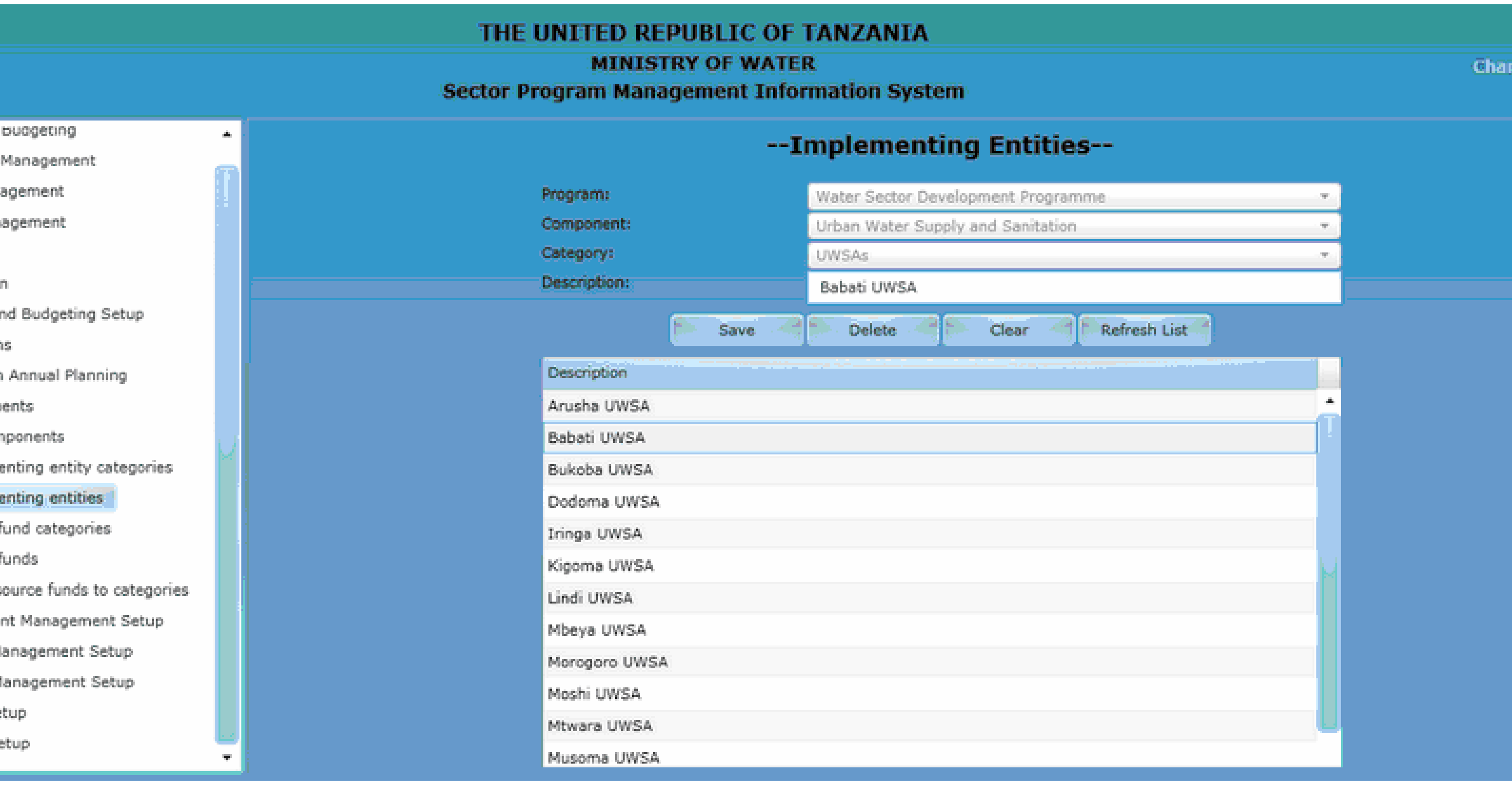
Implementing Agency received various funds from different source i.e. development partners (Dp`s) or Government (GOT) ,also will be accountable for reporting expenditures as per the amount of fund received.

Implementing Agency should be attached to Program, Component and Implementing Agency Category to allow filtering of Agencies.

To register Implementing Agency go to:

>>Administration >>Planning and Budgeting setup>>Implementing Agencies

- Select Program, Component and Category
- Add description (Implementing Agency Name)
- Click Save to register Implementing Agency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--Implementing Entities--

Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Category: UWSAs
Description: Babati UWSA

Description
Arusha UWSA
Babati UWSA
Bukoba UWSA
Dodoma UWSA
Iringa UWSA
Kigoma UWSA
Lindi UWSA
Mbeya UWSA
Morogoro UWSA
Moshi UWSA
Mtwara UWSA
Musoma UWSA

Implementing Agency Registration

Source Fund Categories

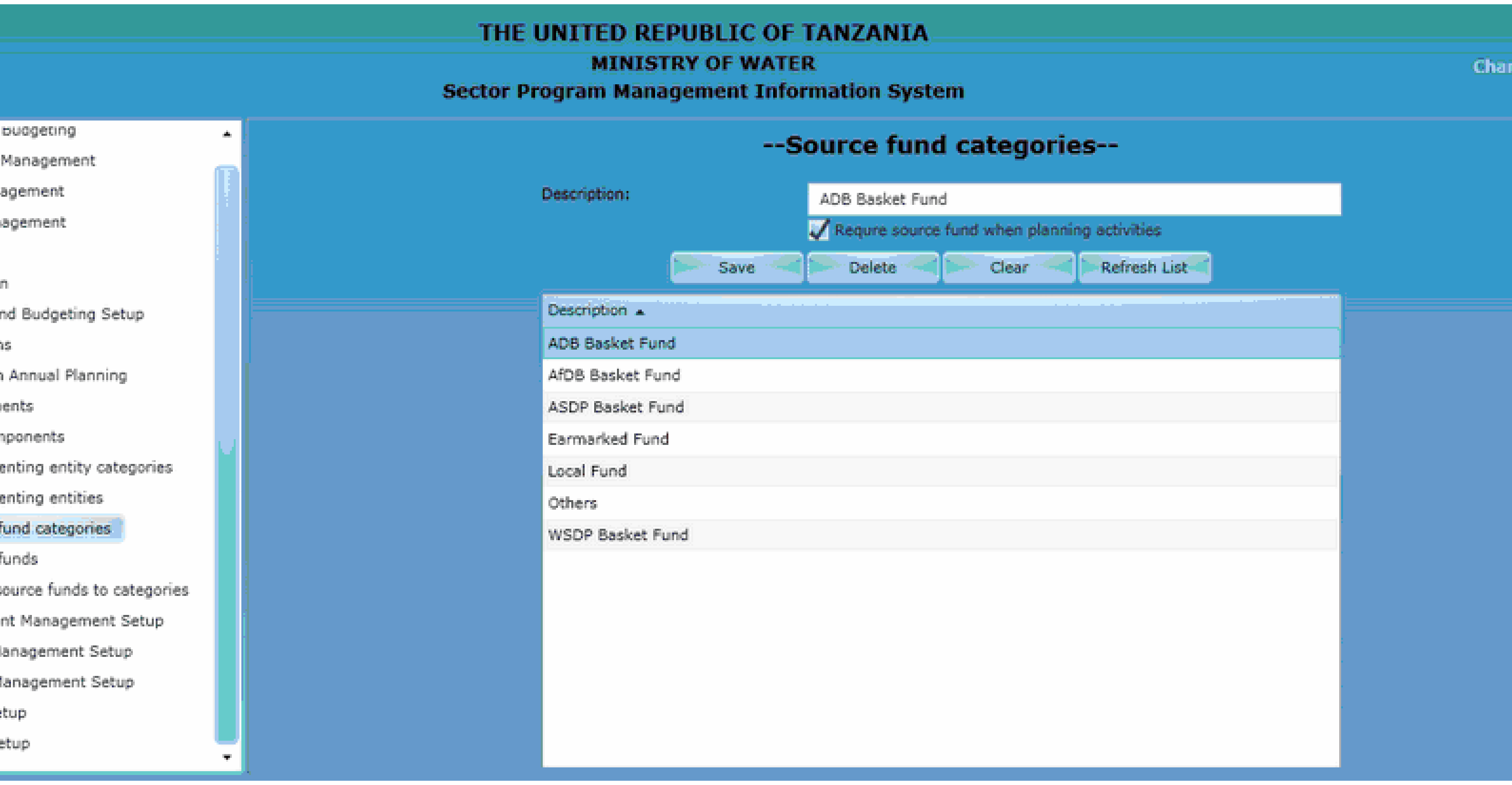
These are different program accounts, which combines different funds contributed by different development partners as well as government (GOT).Example of source fund categories available under the Ministry of water (MOW) are *WSDP Basket fund category , Local Fund Category etc*.

To register source fund category go to:

>>Administration >>Planning and Budgeting setup >>Source Fund Categories

- Add description (source fund category name)

  If the source Fund categories require name of the source fund, then check the box, otherwise don't check if that category is has no identity for the source fund name e.g. Basket category where the fund loose identity once
- are in Basket, then
- Click save to Register source fund category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Description: ADB Basket Fund

☑ Requre source fund when planning activities

Description ▲
ADB Basket Fund
AfDB Basket Fund
ASDP Basket Fund
Earmarked Fund
Local Fund
Others
WSDP Basket Fund

Source Fund Category Registration

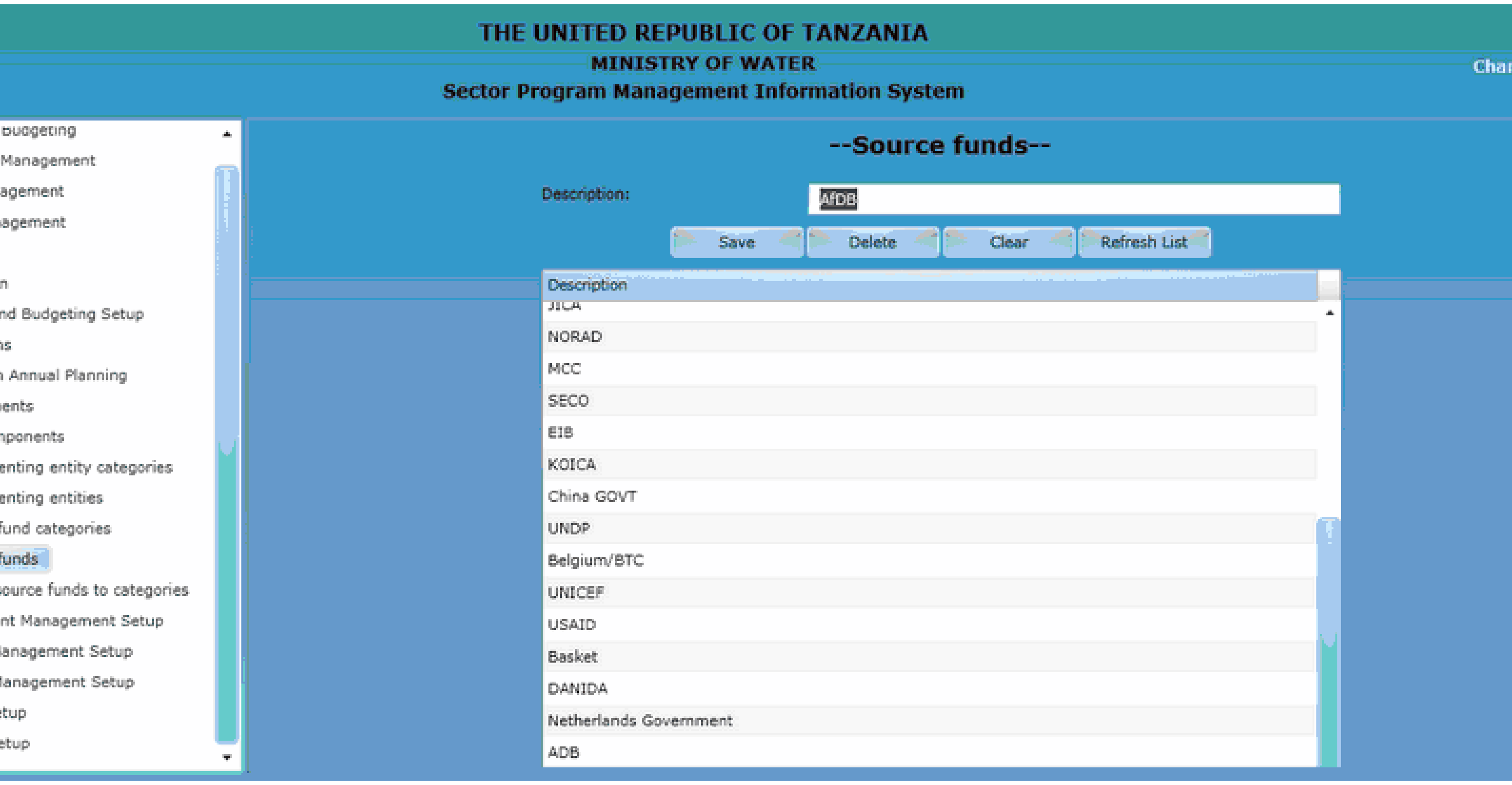
Source Funds(Donors)

Source Funds , this registers different source funds (Donors) including Foreign and Local donors.

To register donors(Fund source) go to

>>Administration >>Planning and Budgeting setup >>Source Fund(Donors)

- Add description
- Click save to register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Description: AfDB

Description
JICA
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China GOVT
UNDP
Belgium/BTC
UNICEF
USAID
Basket
DANIDA
Netherlands Government
ADB

Source Fund Registration

:

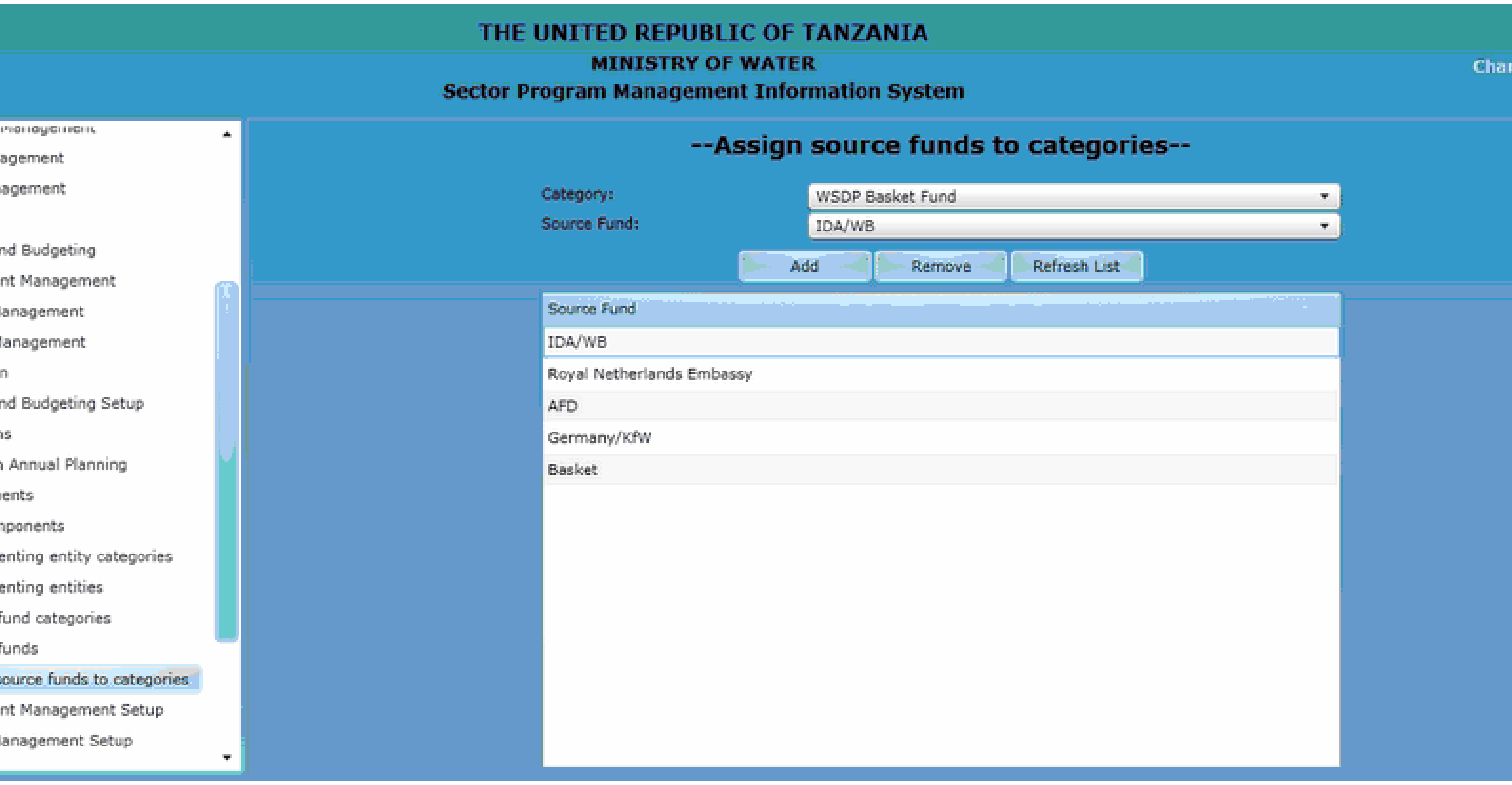
Assign Source Funds to Source Funds Categories

This assigns the Source Funds (dp`s) to Source Fund Category, and this helps filtering Donor partners as per categories .

To Assign Source Fund to categories go to :

>>Administration >>Planning and Budgeting setup >>Assign Source Fund categories

- Select Source Fund Categories
- Select Source Fund
- Click Add to Assign source Funds to Source Funds Categories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--Assign source funds to categories--

Category: WSDP Basket Fund

Source Fund: IDA/WB

Source Fund
IDA/WB
Royal Netherlands Embassy
AFD
Germany/KfW
Basket

Assign Source Funds Categories

Procurement management setup

Procurement Management Setup ,this sets and initializes all initial settings for procurement module. This part includes settings up of :

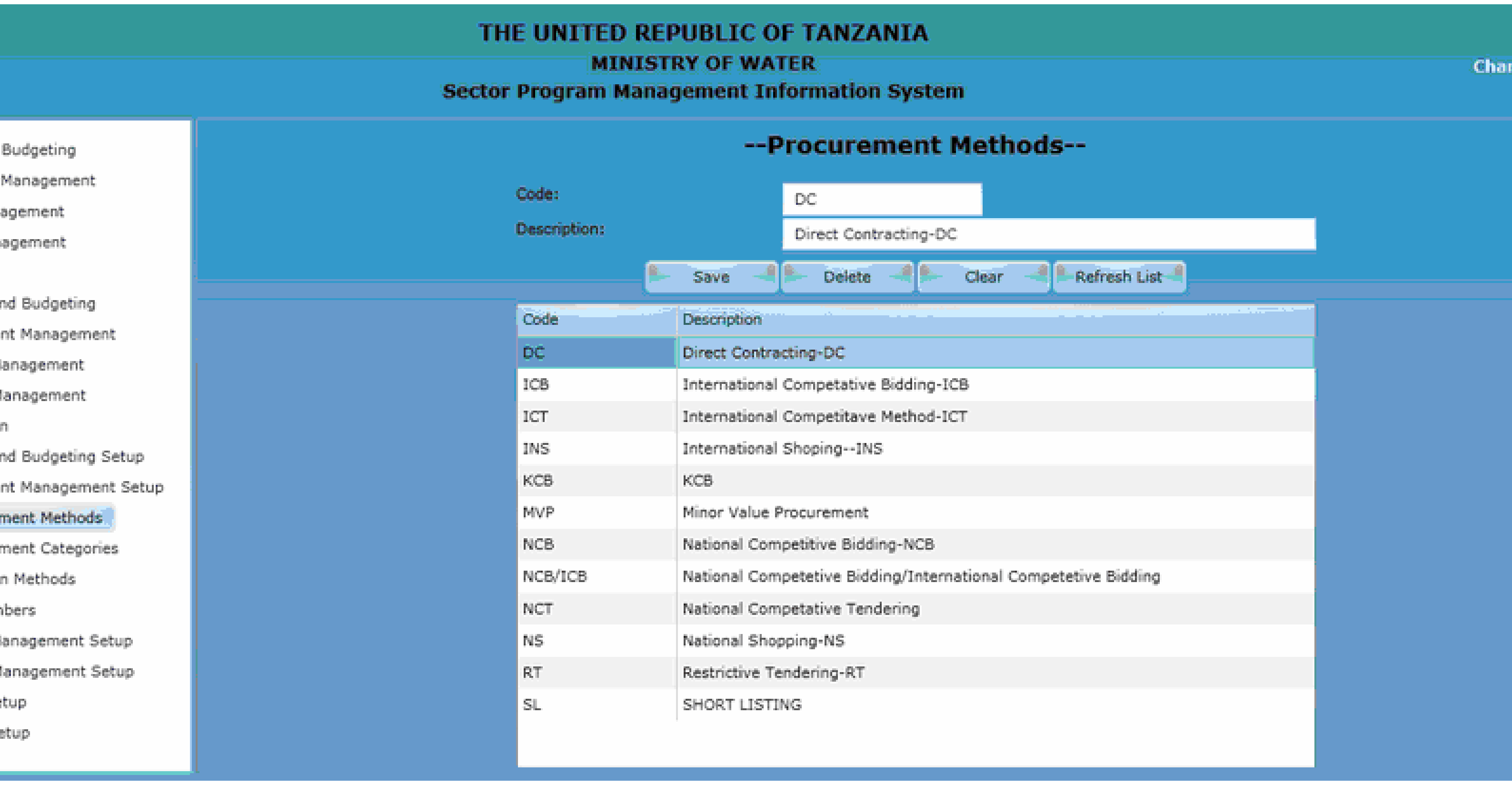
Procurement Methods

This defines various procurement Method used in procurement process.

To Register Procurement Method go to :

>>Administration >>Procurement Management setup
>>Procurement Methods

- Add Procurement Method Code
- Add Description
- Click Save to Register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--Procurement Methods--

Code: DC

Description: Direct Contracting-DC

Code	Description
DC	Direct Contracting-DC
ICB	International Competative Bidding-ICB
ICT	International Competitave Method-ICT
INS	International Shoping--INS
KCB	KCB
MVP	Minor Value Procurement
NCB	National Competitive Bidding-NCB
NCB/ICB	National Competetive Bidding/International Competetive Bidding
NCT	National Competative Tendering
NS	National Shopping-NS
RT	Restrictive Tendering-RT
SL	SHORT LISTING

Procurement Method Registration

Procurement Categories

This Register Various Procurement Category used in procurement Process .

To register procurement category go to:

>>Administration >>Procurement Management setup
>>Procurement Categories

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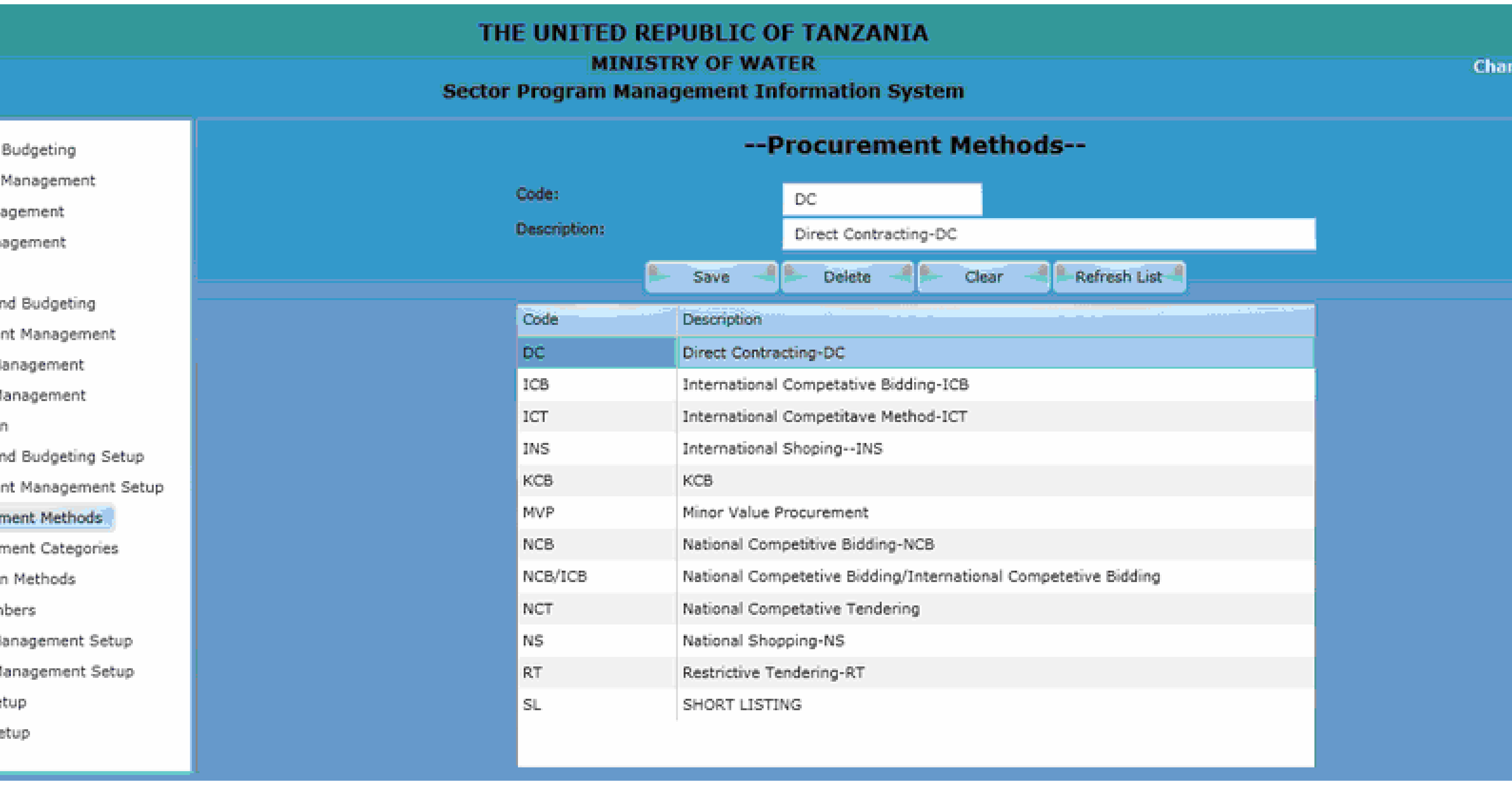
- Add procurement Category method
- Add Description
- Click save to Register procurement Category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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Procurement Methods--

Code: DC
Description: Direct Contracting-DC

Code	Description
DC	Direct Contracting-DC
ICB	International Competative Bidding-ICB
ICT	International Competitave Method-ICT
INS	International Shoping--INS
KCB	KCB
MVP	Minor Value Procurement
NCB	National Competitive Bidding-NCB
NCB/ICB	National Competetive Bidding/International Competetive Bidding
NCT	National Competative Tendering
NS	National Shopping-NS
RT	Restrictive Tendering-RT
SL	SHORT LISTING

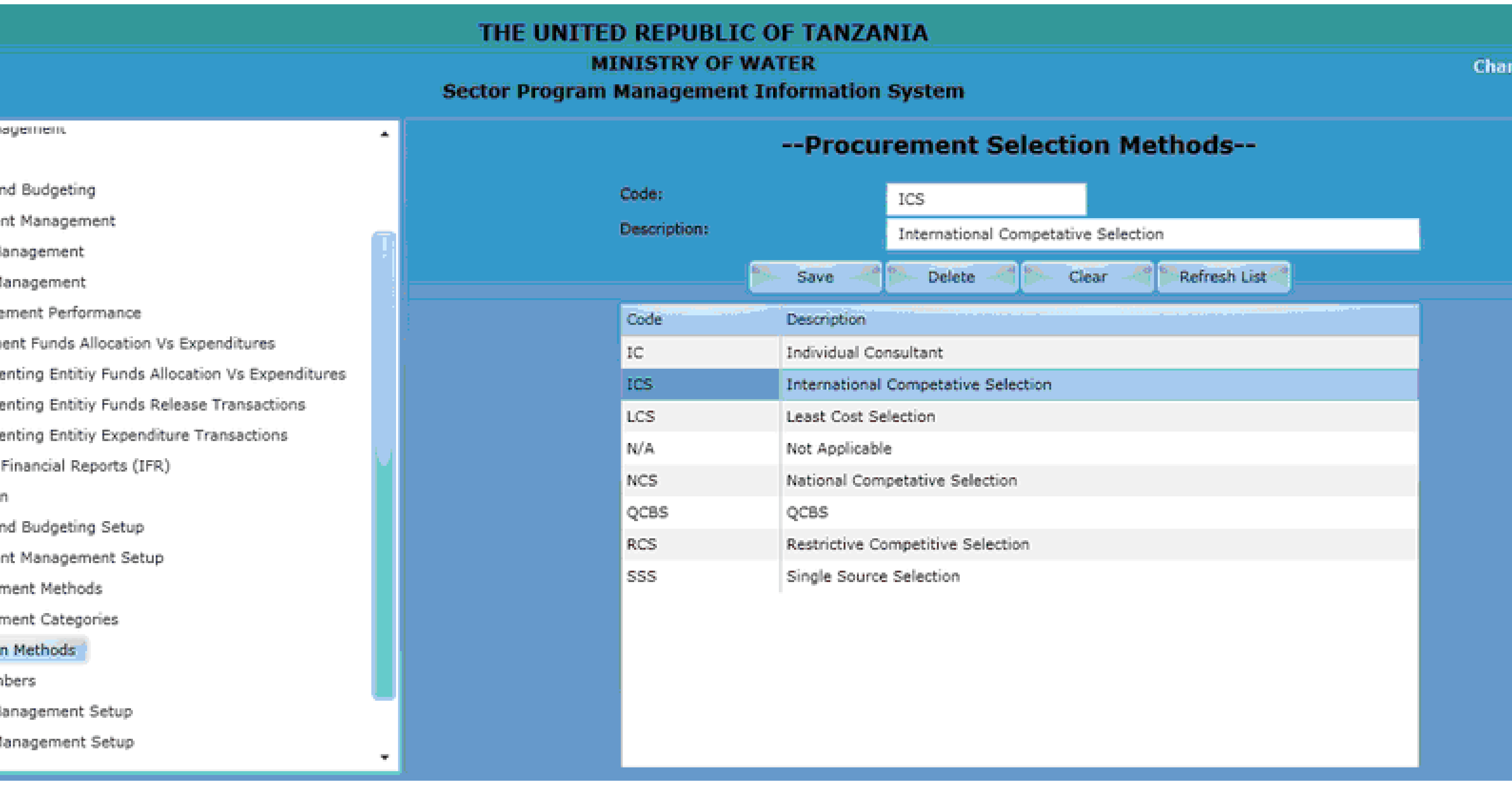
Procurement Category

Selection Methods

This register various selection method used in procurement processes.

To register Selection method go to :
>>[Administration](#) >>[Procurement Management setup](#) >>[Selection Methods](#)

- Add Selection Method Code
- Add Description
- Click Save to Register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Code: ICS

Description: International Competative Selection

Code	Description
IC	Individual Consultant
ICS	International Competative Selection
LCS	Least Cost Selection
N/A	Not Applicable
NCS	National Competative Selection
QCBS	QCBS
RCS	Restrictive Competitive Selection
SSS	Single Source Selection

Procurement Selection Method

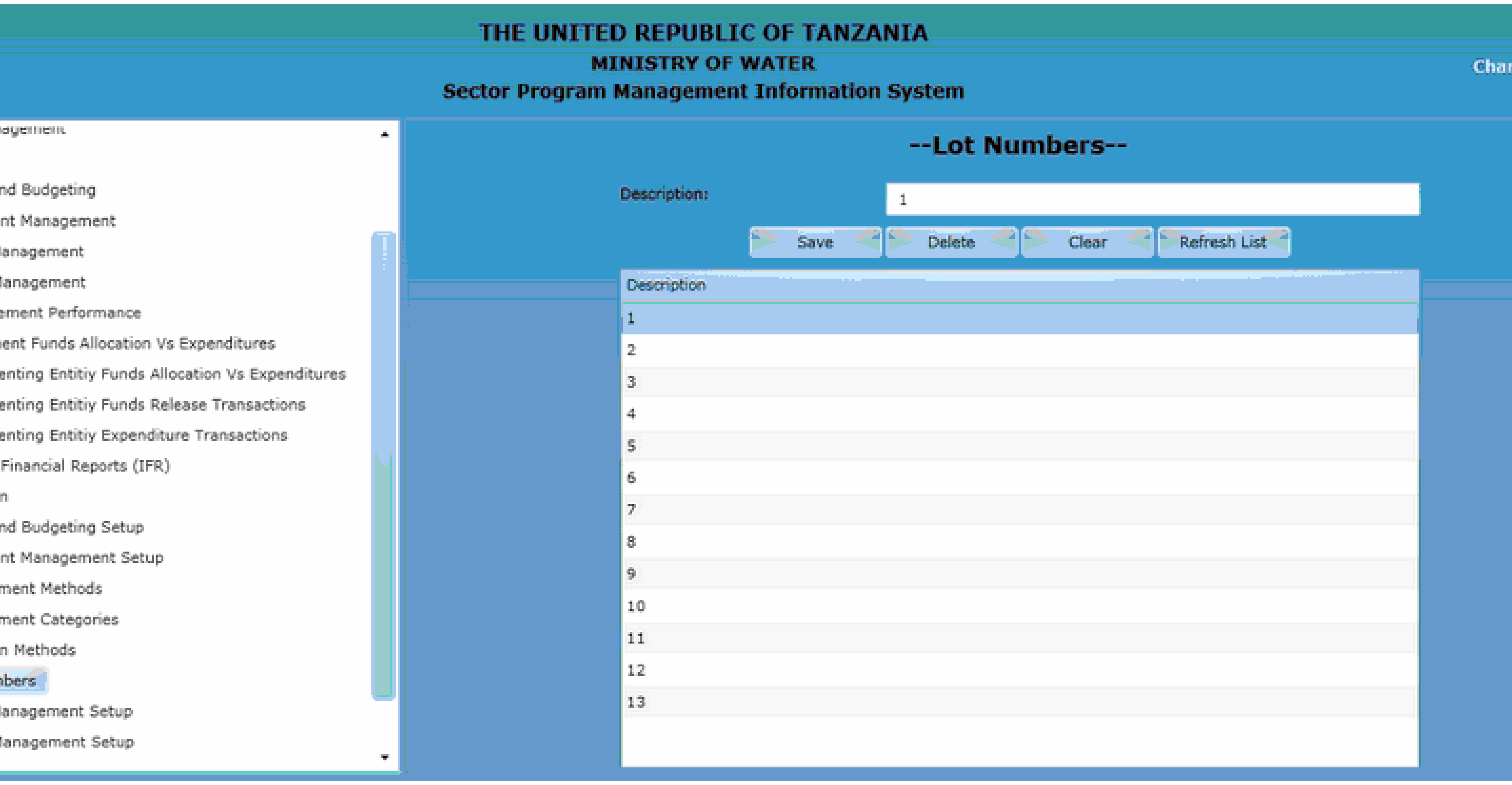
Lot Numbers

This predefine lots numbers used in tenders with More than one lots, these are just numbers depending how maximum the tender can have lots.

To add Lot number go to :

>>Administration >>Procurement Management setup >>Lot Numbers

- Add Numeric i.e. 1,2,3, ...
- Click Save add lot number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--Lot Numbers--

Description: 1

Description
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Lot Number Registration

Contracts Management Setup

This part of the system set and configure all parameters required for contract Management module this includes:-

- Providers
- Phase number
- Contract status

Providers

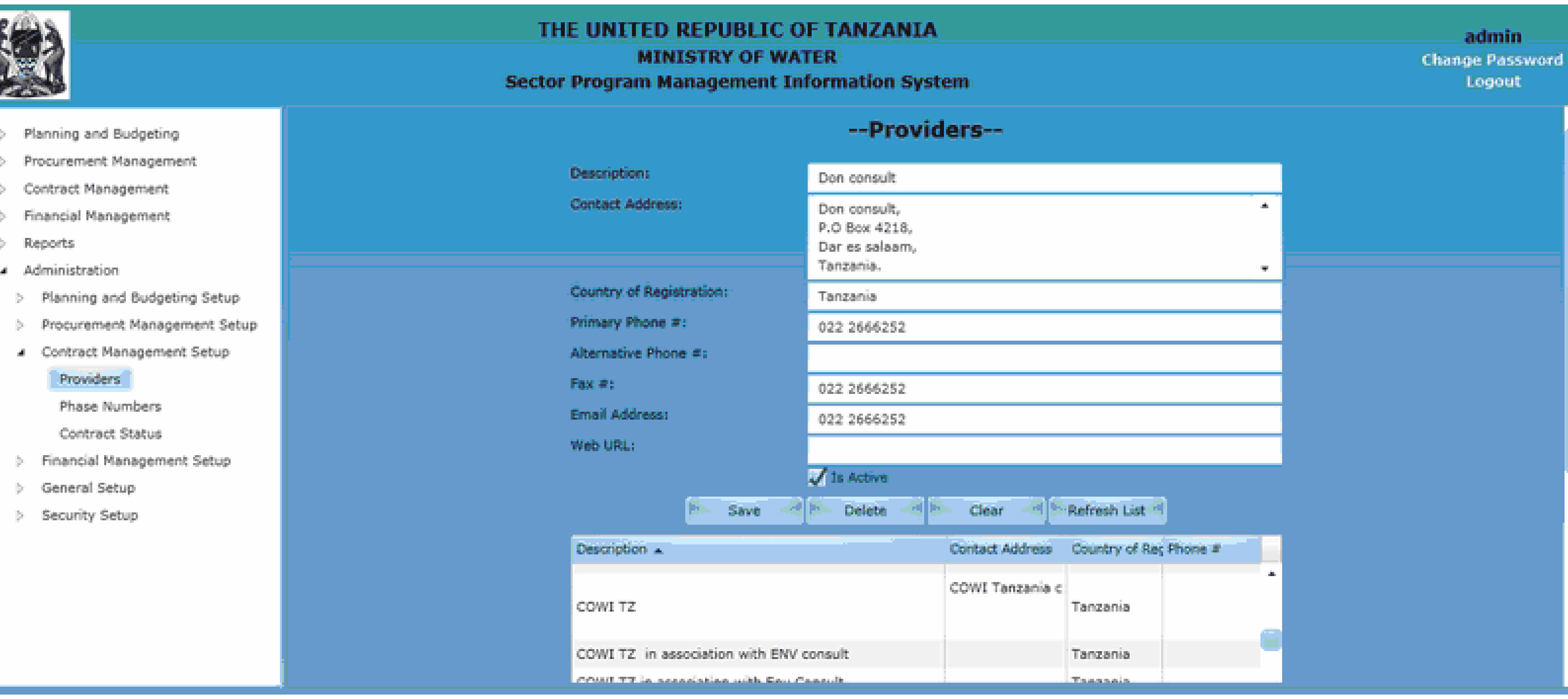
Providers ,this registers all service provider e.g. contractors, Suppliers, and Consultants.

To register firms please go:

>>Administration >>Contract Management setup >>Providers

- Add Registration Details
- Click Save to Register

- Check/Uncheck "Is Active" to Activate and deactivate Provider


THE UNITED REPUBLIC OF TANZANIA
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Sector Program Management Information System
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Logout
Planning and Budgeting
Procurement Management
Contract Management
Financial Management
Reports
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Providers
Phase Numbers
Contract Status
Financial Management Setup
General Setup
Security Setup
--Providers--
Save
Delete
Clear
Refresh List

Description:	Don consult
Contact Address:	Don consult, P.O Box 4218, Dar es salaam, Tanzania.
Country of Registration:	Tanzania
Primary Phone #:	022 2666252
Alternative Phone #:	
Fax #:	022 2666252
Email Address:	022 2666252
Web URL:	

☑ Is Active

Description	Contact Address	Country of Reg	Phone #
COWI TZ	COWI Tanzania c	Tanzania	
COWI TZ in association with ENV consult		Tanzania	

Providers Registration

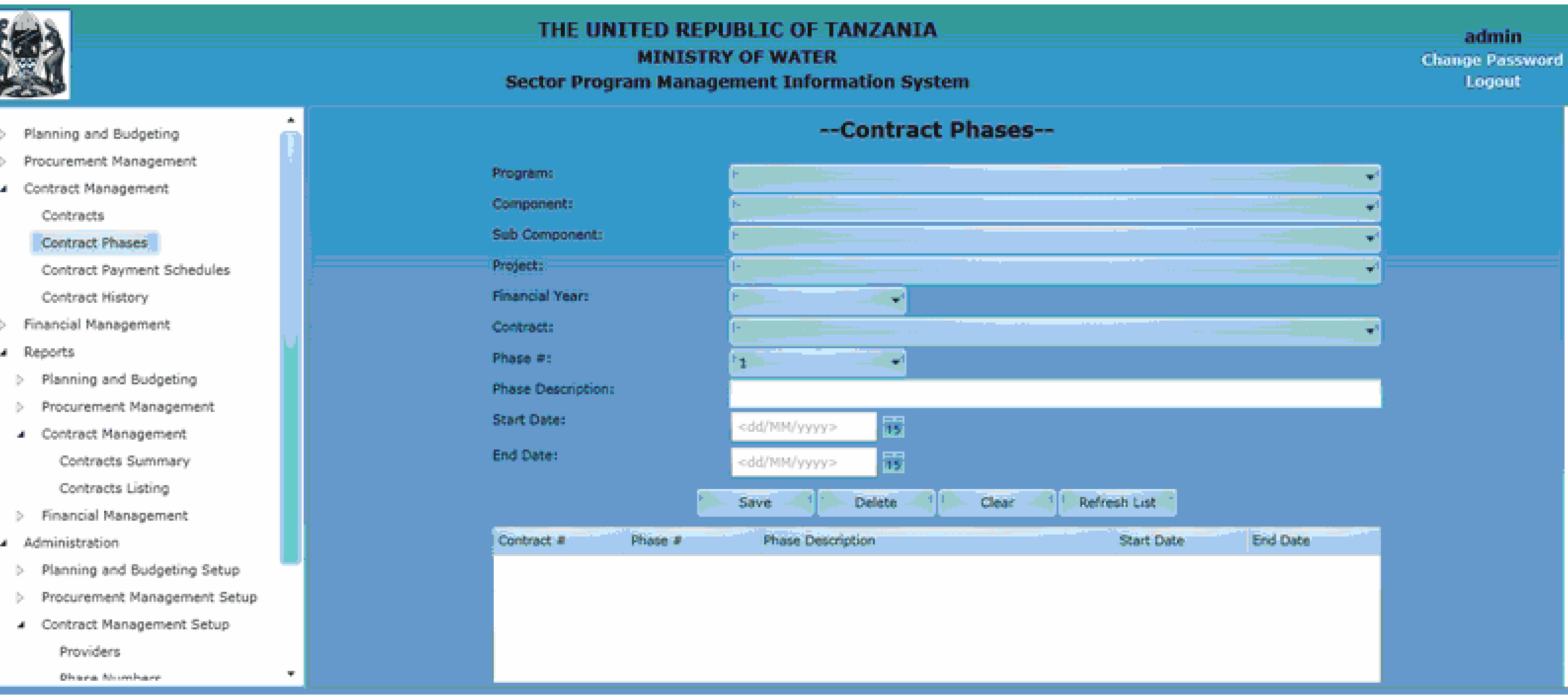
Phase numbers

This register numeric numbers for assigning phases used in different implementation of contracts. This list numbers depending on how many phases are available in a specific contract.

To define contract phase go to :

>>Administration >>Contract Management setup >>Phase numbers

- Add description as numeric number for the phases
- Click SAVE to Register


THE UNITED REPUBLIC OF TANZANIA
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Sector Program Management Information System
admin
Change Password
Logout
Planning and Budgeting
Procurement Management
Contract Management
Contracts
Contract Phases
Contract Payment Schedules
Contract History
Financial Management
Reports
Planning and Budgeting
Procurement Management
Contract Management
Contracts Summary
Contracts Listing
Financial Management
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Providers
Phase Numbers
--Contract Phases--
Program:
Component:
Sub Component:
Project:
Financial Year:
Contract:
Phase #:
1
Phase Description:
Start Date:
<dd/MM/yyyy>
15
End Date:
<dd/MM/yyyy>
15
Save
Delete
Clear
Refresh List
Contract #
Phase #
Phase Description
Start Date
End Date

Contract Phases Registration

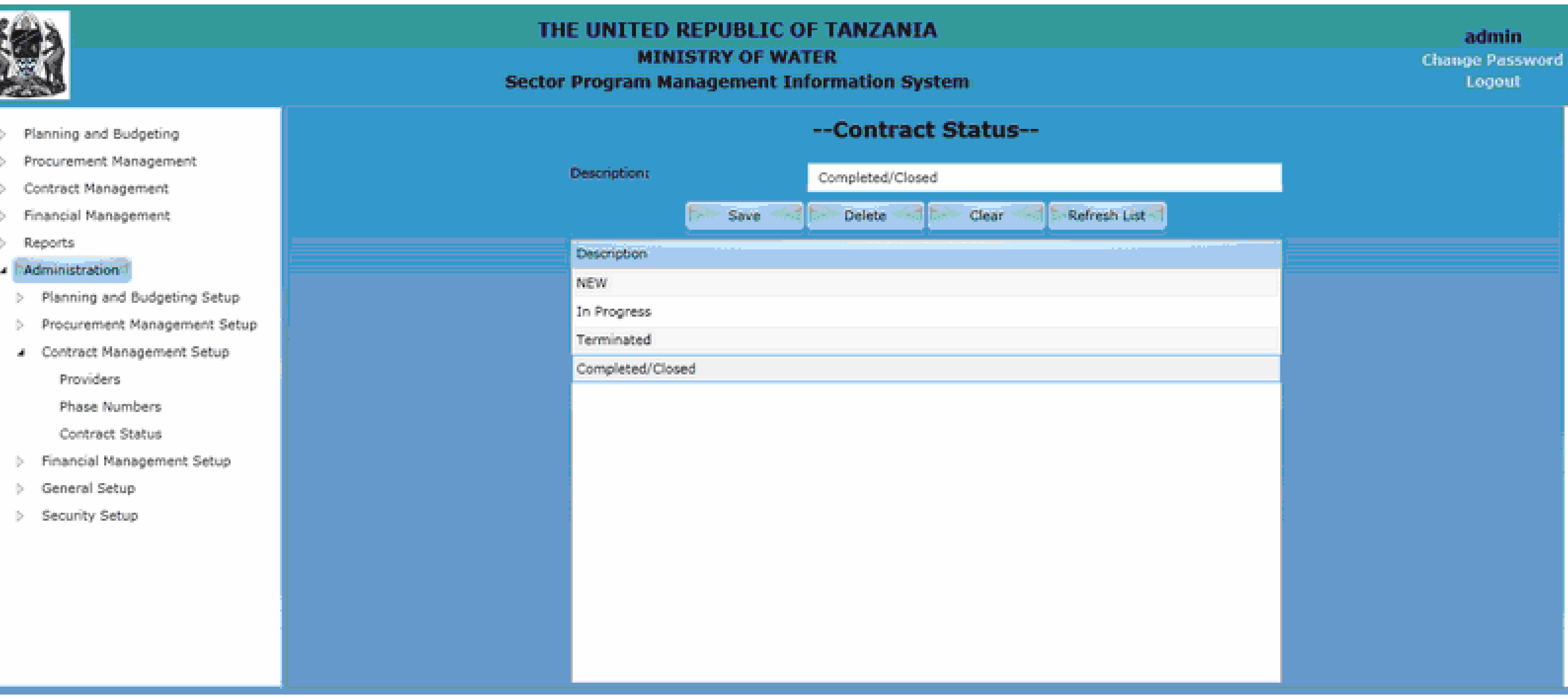
Contracts status

Contracts status, this predefines different status which are used when updating the status of the contract, i.e. *New, In progress, Completed or terminated contact etc. .*

To register contract status please go to:

>>Administration >>Contract Management setup >>Contact Phases

- Add Description
- Click Save to register status


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System
admin
Change Password
Logout
Planning and Budgeting
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Contract Management
Financial Management
Reports
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Providers
Phase Numbers
Contract Status
Financial Management Setup
General Setup
Security Setup
--Contract Status--
Save
Delete
Clear
Refresh List

Description: Completed/Closed

Description
NEW
In Progress
Terminated
Completed/Closed

Contract Status

Financial Management Setup

This is a master setup for financial parameters, this part includes:-

- Expenditure Category

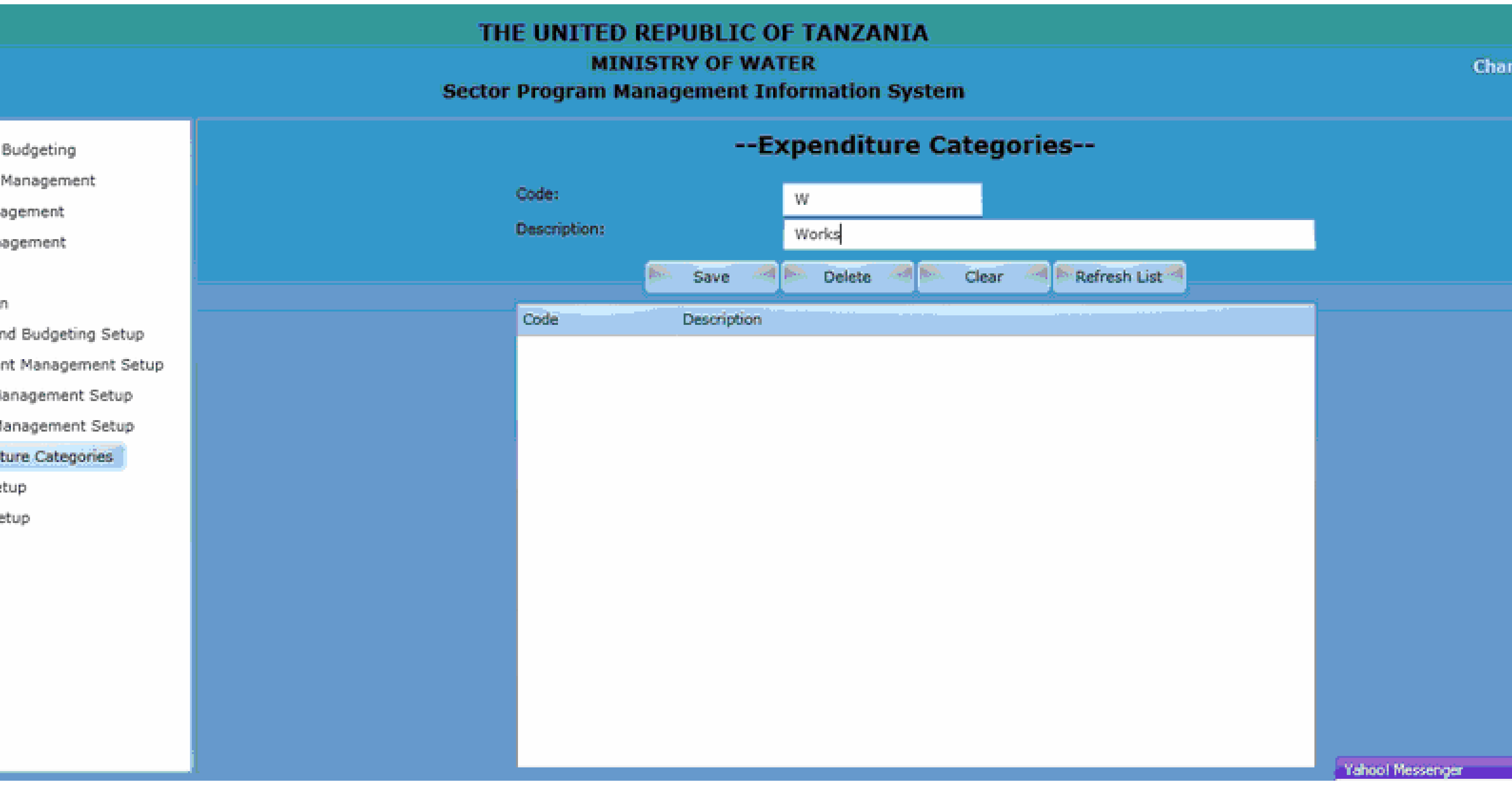
Expenditure categories

Expenditure Categories ,this defines different categories of expenditure in different groups, depending the nature of the activity carried out, i.e. Works*, Goods, Consultancy and Non Consultancy* .Expenditure category use procurement categories as expenditure categories.

To register Expenditure Categories go to :-

>>Administration >>Financial Management setup>>Expenditure Categories

- Add code
- Add description
- Click save to register expenditure categories


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Expenditure Categories--

Code: W
Description: Works

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Save
Delete
Clear
Refresh List
Code
Description
Yahoo! Messenger

Expenditure Category Registration

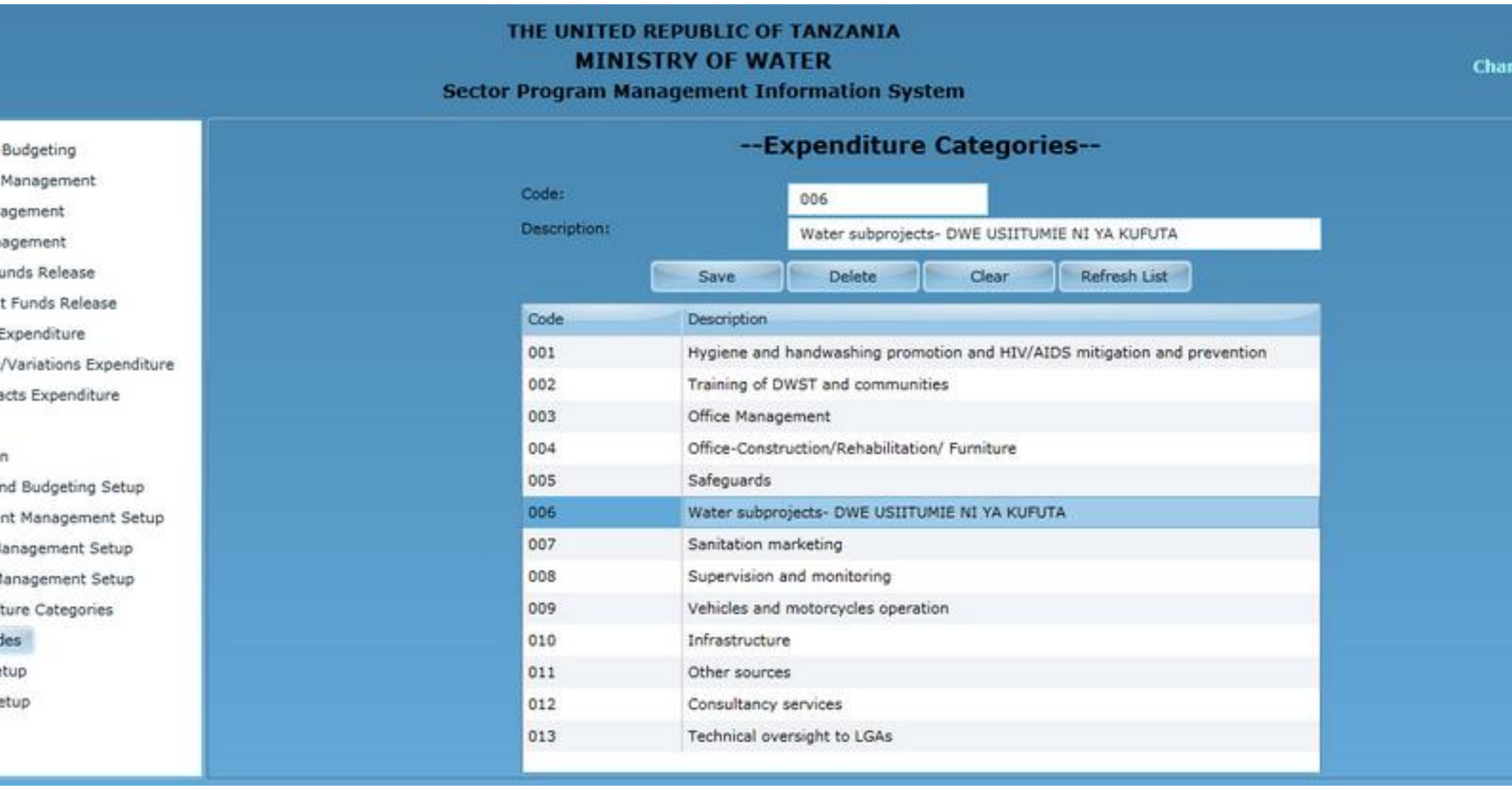
GFS Code

GFS Code ,this defines different sub categories of expenditure in different groups, depending the nature of the activity carried out and their allocation in terms of expenditure categories .

To register GFS go to :-

>>Administration >>Financial Management setup>>GFS Code

- Add code
- Add description
- Click save to register GFS Code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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Expenditure Categories--

Code: 006

Description: Water subprojects- DWE USIITUMIE NI YA KUFUTA

Code	Description
001	Hygiene and handwashing promotion and HIV/AIDS mitigation and prevention
002	Training of DWST and communities
003	Office Management
004	Office-Construction/Rehabilitation/ Furniture
005	Safeguards
006	Water subprojects- DWE USIITUMIE NI YA KUFUTA
007	Sanitation marketing
008	Supervision and monitoring
009	Vehicles and motorcycles operation
010	Infrastructure
011	Other sources
012	Consultancy services
013	Technical oversight to LGAs

Registration of GFS CODE

General Setup

General Setup includes all setup which are general for the overall program, these are:-

- Currencies
- Financial Years
- Exchange Rate Master

Currencies

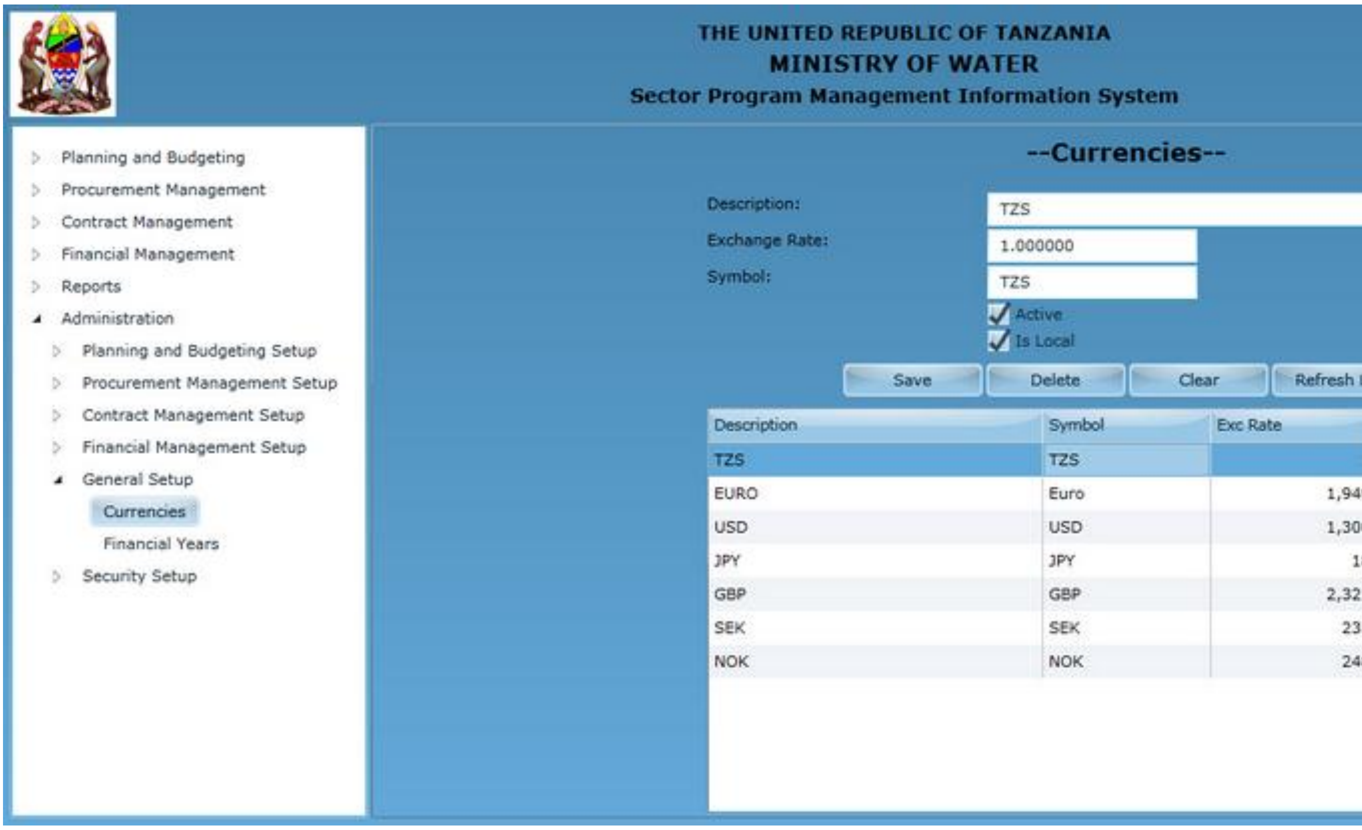
This defines various currencies used in the program and local currency is specified.

To Register currencies go to :

>>Administration >>General Setup >>Currencies

- Add Currency description
- Exchange rate and

- Symbol


THE UNITED REPUBLIC OF TANZANIA
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Procurement Management
Contract Management
Financial Management
Reports
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Financial Management Setup
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Currencies
Financial Years
Security Setup
--Currencies--
Save
Delete
Clear
Refresh

Description: TZS
Exchange Rate: 1.000000
Symbol: TZS
☑ Active
☑ Is Local

Description	Symbol	Exc Rate
TZS	TZS	
EURO	Euro	1,94
USD	USD	1,30
JPY	JPY	1
GBP	GBP	2,32
SEK	SEK	23
NOK	NOK	24

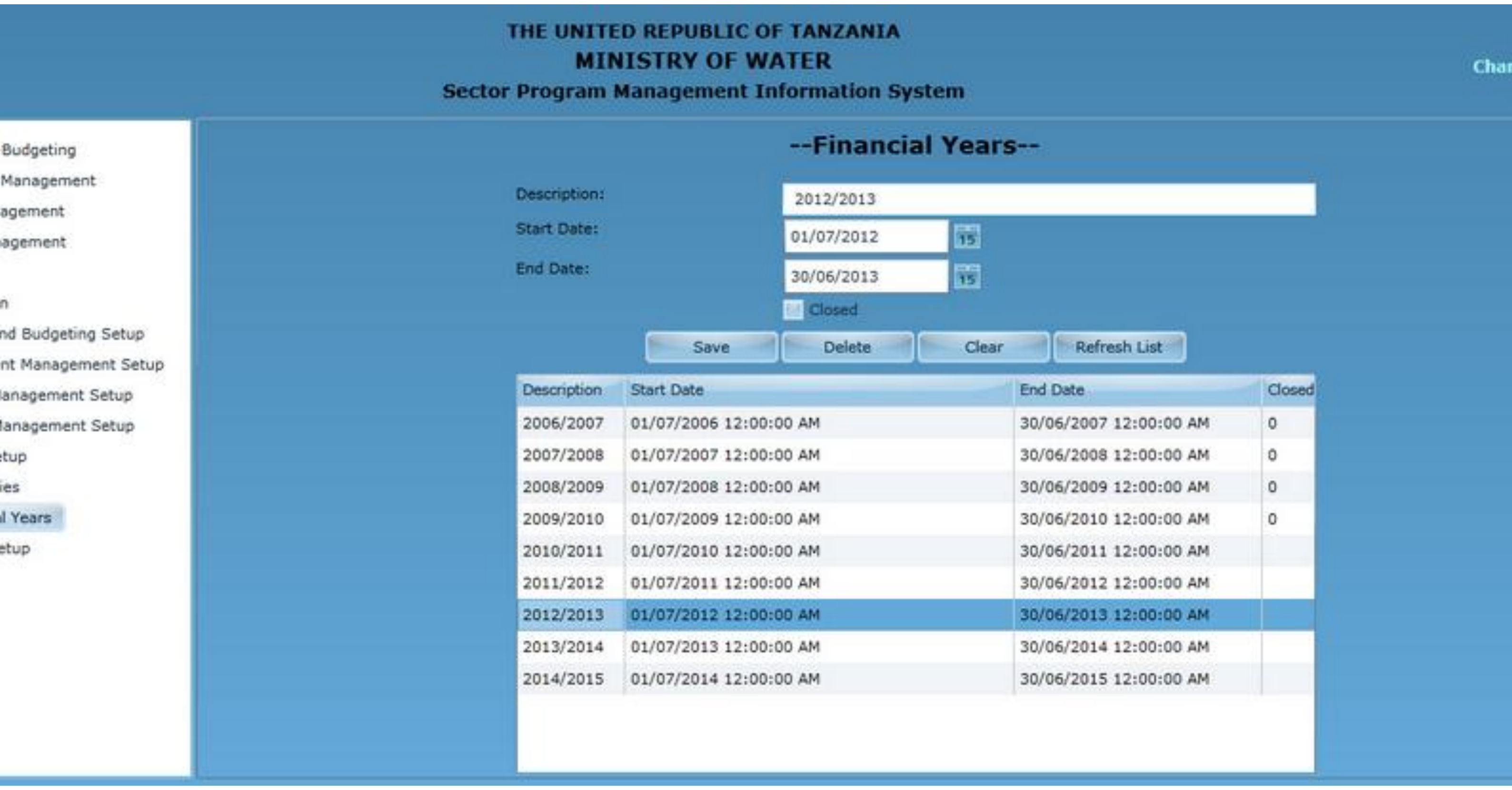
Registration of Currencies

Financial Year

This defines Financial years with start date and end date

To Register Financial Years go to :

>>Administration >>General Setup >>Financial Years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Clear
Refresh List

--Financial Years--

Description: 2012/2013

Start Date: 01/07/2012

End Date: 30/06/2013

☐ Closed

Description	Start Date	End Date	Closed
2006/2007	01/07/2006 12:00:00 AM	30/06/2007 12:00:00 AM	0
2007/2008	01/07/2007 12:00:00 AM	30/06/2008 12:00:00 AM	0
2008/2009	01/07/2008 12:00:00 AM	30/06/2009 12:00:00 AM	0
2009/2010	01/07/2009 12:00:00 AM	30/06/2010 12:00:00 AM	0
2010/2011	01/07/2010 12:00:00 AM	30/06/2011 12:00:00 AM	
2011/2012	01/07/2011 12:00:00 AM	30/06/2012 12:00:00 AM	
2012/2013	01/07/2012 12:00:00 AM	30/06/2013 12:00:00 AM	
2013/2014	01/07/2013 12:00:00 AM	30/06/2014 12:00:00 AM	
2014/2015	01/07/2014 12:00:00 AM	30/06/2015 12:00:00 AM	

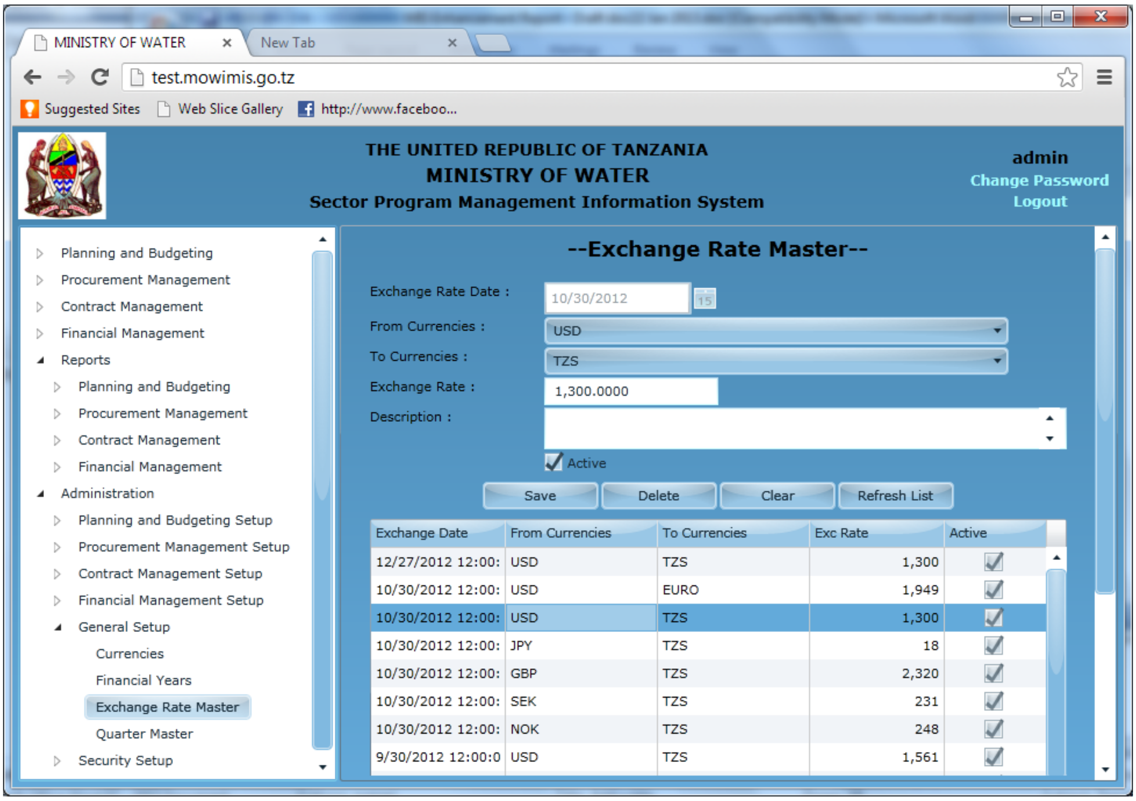
Registration of Financial Years

Exchange Rate Master

This form is for recording quarterly exchange rates for use in Interim Financial Report-Uses of Funds.

Under this section the quarterly exchange rates must be entered prior to preview of *Source and Use of funds - WSDP/FR/03 report*.

Navigation to Exchange Rate Master Menu: **Administration>>General Setup>>Exchange Rate Master**.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THE UNITED REPUBLIC OF TANZANIA
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Procurement Management Setup
Contract Management Setup
Financial Management Setup
General Setup
Currencies
Financial Years
Exchange Rate Master
Quarter Master
Security Setup
Save
Delete
Clear
Refresh List

--Exchange Rate Master--

Exchange Rate Date : 10/30/2012

From Currencies : USD

To Currencies : TZS

Exchange Rate : 1,300.0000

Description :

☑ Active

Exchange Date	From Currencies	To Currencies	Exc Rate	Active
12/27/2012 12:00:	USD	TZS	1,300	☑
10/30/2012 12:00:	USD	EURO	1,949	☑
10/30/2012 12:00:	USD	TZS	1,300	☑
10/30/2012 12:00:	JPY	TZS	18	☑
10/30/2012 12:00:	GBP	TZS	2,320	☑
10/30/2012 12:00:	SEK	TZS	231	☑
10/30/2012 12:00:	NOK	TZS	248	☑
9/30/2012 12:00:0	USD	TZS	1,561	☑

Exchange Rate Master

Security Setup

Security Setup, This defines all security configurations and system users

User Group
User Group Permission
Users
Transaction Lock Master

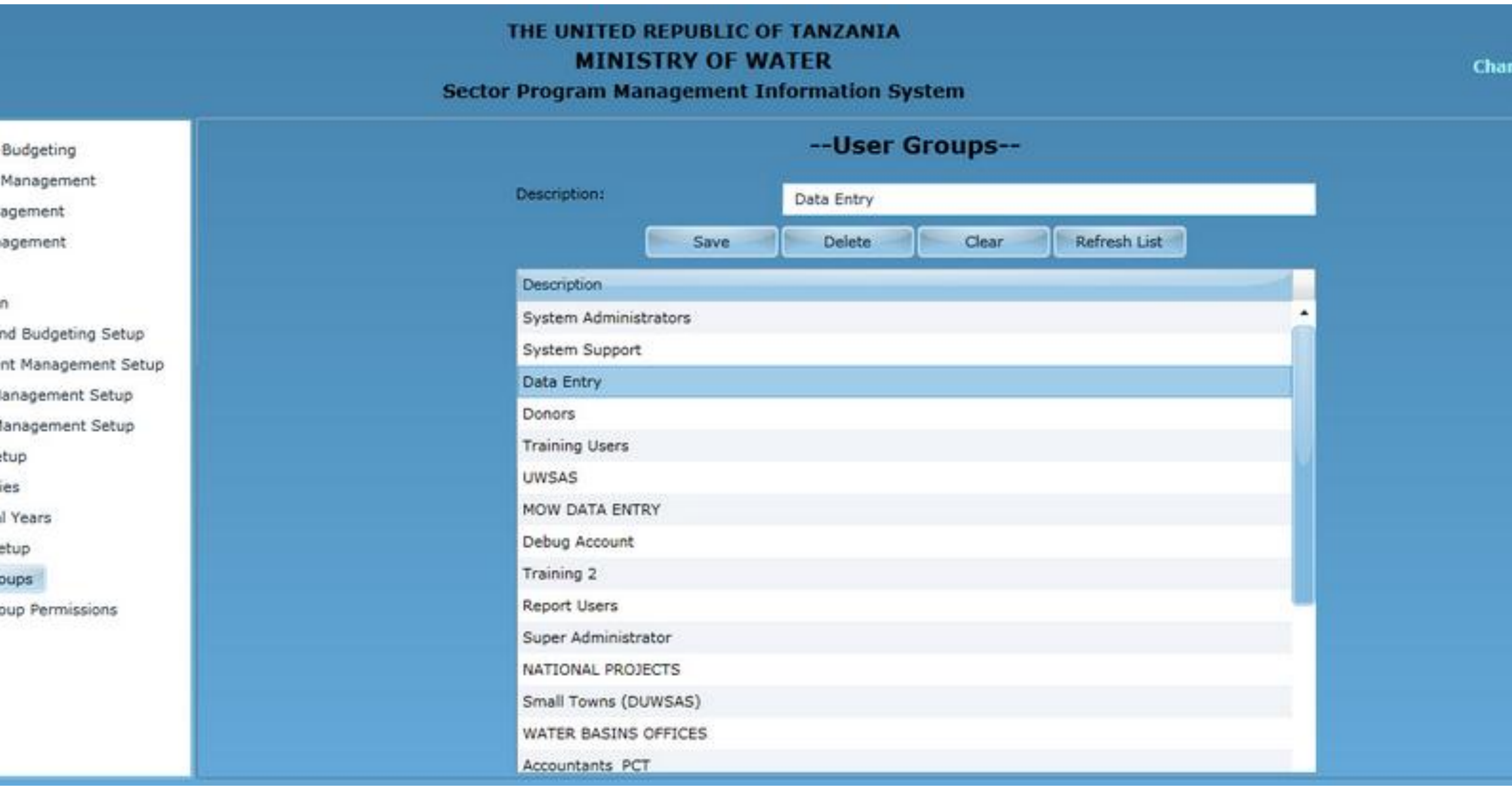
User Group

User Group, This defines and categories user with same access level in user groups

To Register User Group go to :

>>Administration >>Security Setup >>User Group

- Add Description then
- Click save to register user group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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--User Groups--

Description: Data Entry

Description
System Administrators
System Support
Data Entry
Donors
Training Users
UWSAS
MOW DATA ENTRY
Debug Account
Training 2
Report Users
Super Administrator
NATIONAL PROJECTS
Small Towns (DUWSAS)
WATER BASINS OFFICES
Accountants PCT

User Group

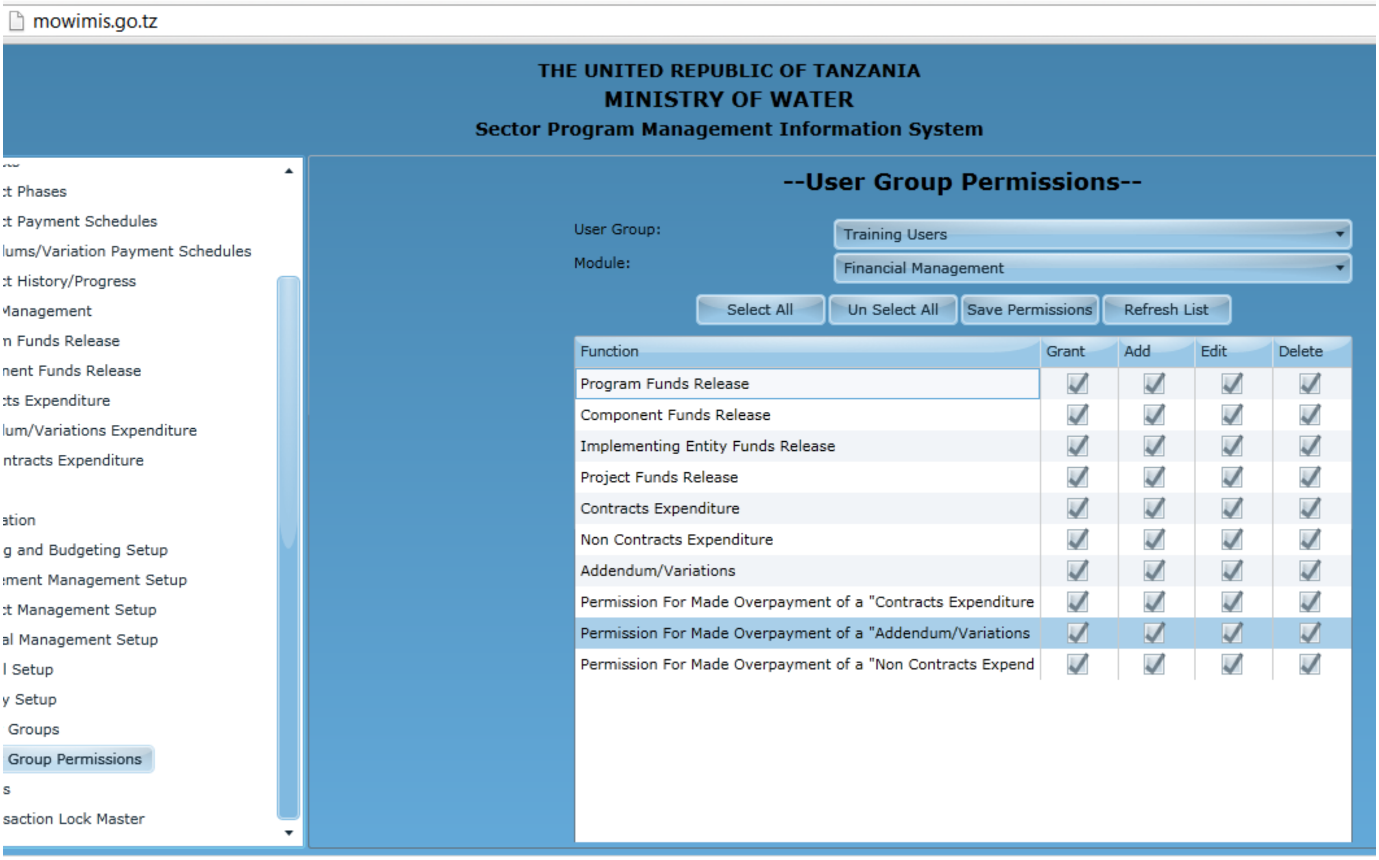
User Group Permission

User Group Permission,This assign different permission to user group,these are general permission to a group per system modules i.e. *write,read and delete.*

To Assign User Group Permission go to :

>>Administration >>Security Setup >>User Group Permission

- Select user Group
- Select Module to be granted permission
- Tick all Function/sub module permission to be granted
- Click Save Permissions to assign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MINISTRY OF WATER
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:t History/Progress
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Select All
Un Select All
Save Permissions
Refresh List

--User Group Permissions--

User Group: Training Users

Module: Financial Management

Function	Grant	Add	Edit	Delete
Program Funds Release	☑	☑	☑	☑
Component Funds Release	☑	☑	☑	☑
Implementing Entity Funds Release	☑	☑	☑	☑
Project Funds Release	☑	☑	☑	☑
Contracts Expenditure	☑	☑	☑	☑
Non Contracts Expenditure	☑	☑	☑	☑
Addendum/Variations	☑	☑	☑	☑
Permission For Made Overpayment of a "Contracts Expenditure	☑	☑	☑	☑
Permission For Made Overpayment of a "Addendum/Variations	☑	☑	☑	☑
Permission For Made Overpayment of a "Non Contracts Expend	☑	☑	☑	☑

User Group Permission

Users

Users,This Registers system users and assigns low level users permissions by specifying user implementing agency ,source funds user can access and resetting user password

To Register and assign user permission go to :

>>Administration >>Security Setup >>Users

Select user Group

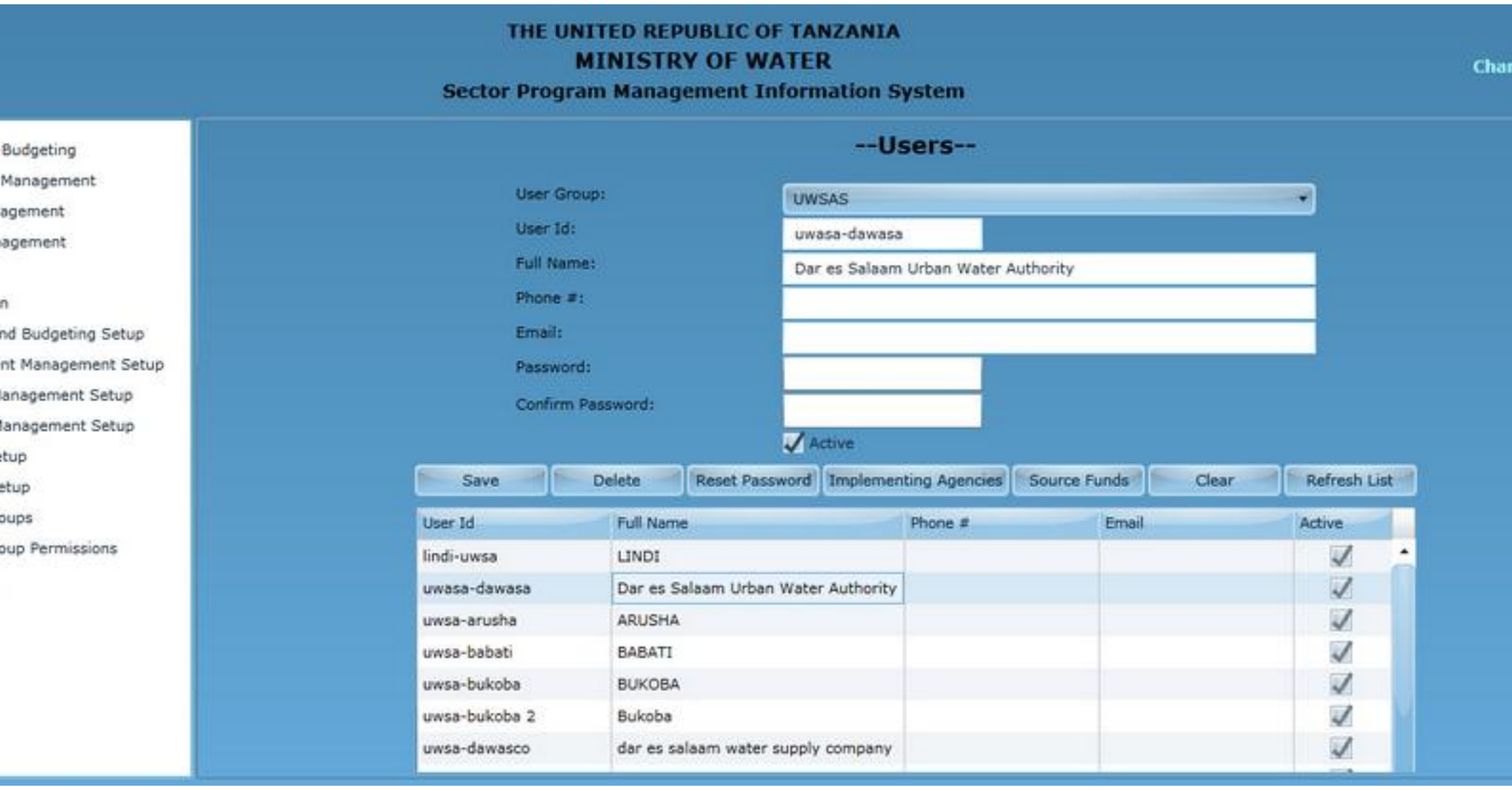
- Add User ID,this will user id for login in the system
- Add user Full Name
- Add other details email and Phone number but these are optional
- add user Password and Confirm password,this default password will be changed by user when log in for the first time.
- Click Save to Register User

To add User Permission:-

Select user then Click permission to be granted

- Click Implementing Agencies
- Select all fields and click Add to assign
- Click Source fund, then select source

fund and click add to assign



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MINISTRY OF WATER
Sector Program Management Information System

--Users--

User Group: UWSAS
User Id: uwasa-dawasa
Full Name: Dar es Salaam Urban Water Authority
Phone #:
Email:
Password:
Confirm Password:
☑ Active

User Id	Full Name	Phone #	Email	Active
lindi-uwsa	LINDI			☑
uwasa-dawasa	Dar es Salaam Urban Water Authority			☑
uwsa-arusha	ARUSHA			☑
uwsa-babati	BABATI			☑
uwsa-bukoba	BUKOBA			☑
uwsa-bukoba 2	Bukoba			☑
uwsa-dawasco	dar es salaam water supply company			☑

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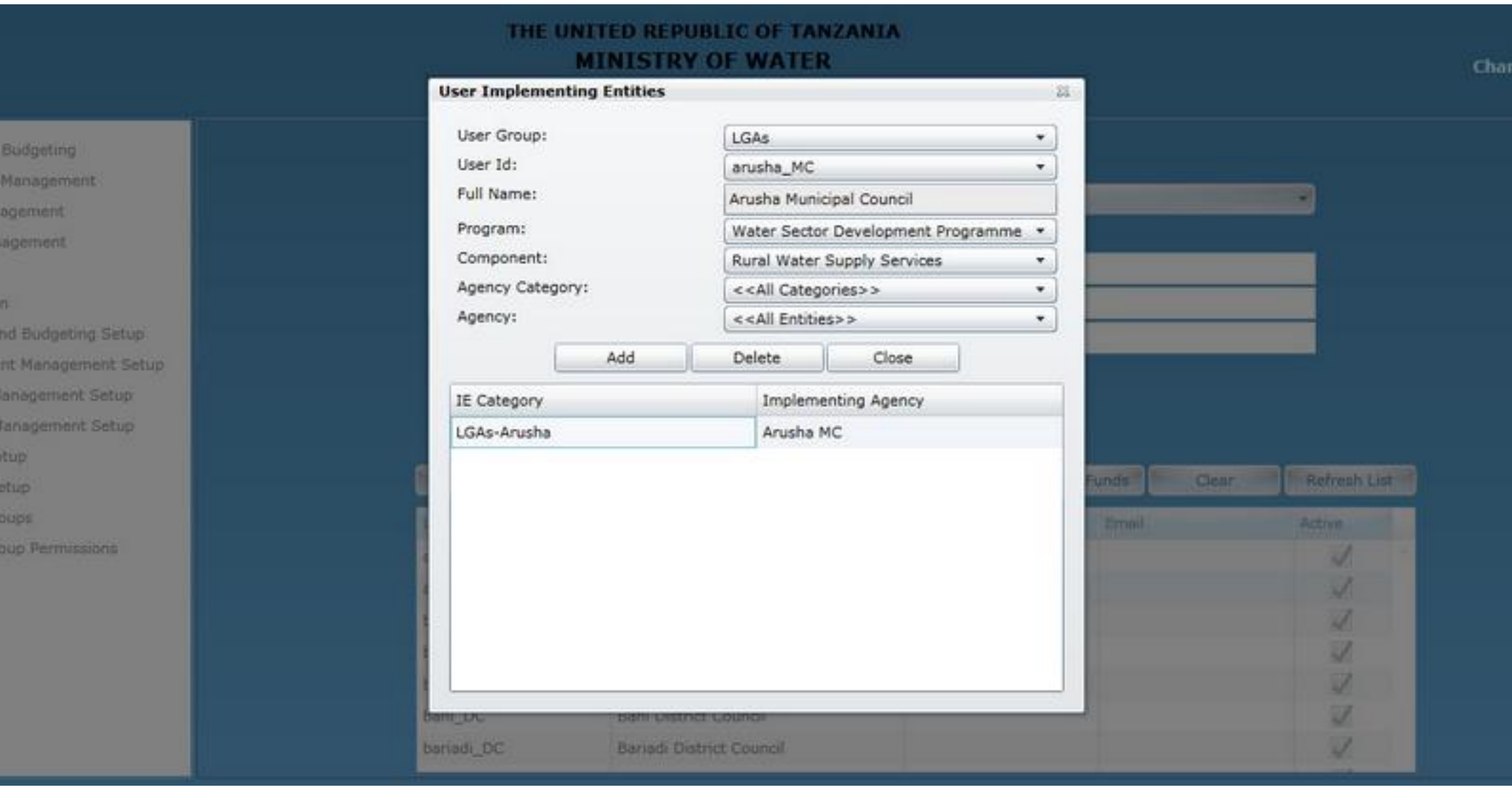
Source Funds
Clear
Refresh List

(a) User Registration

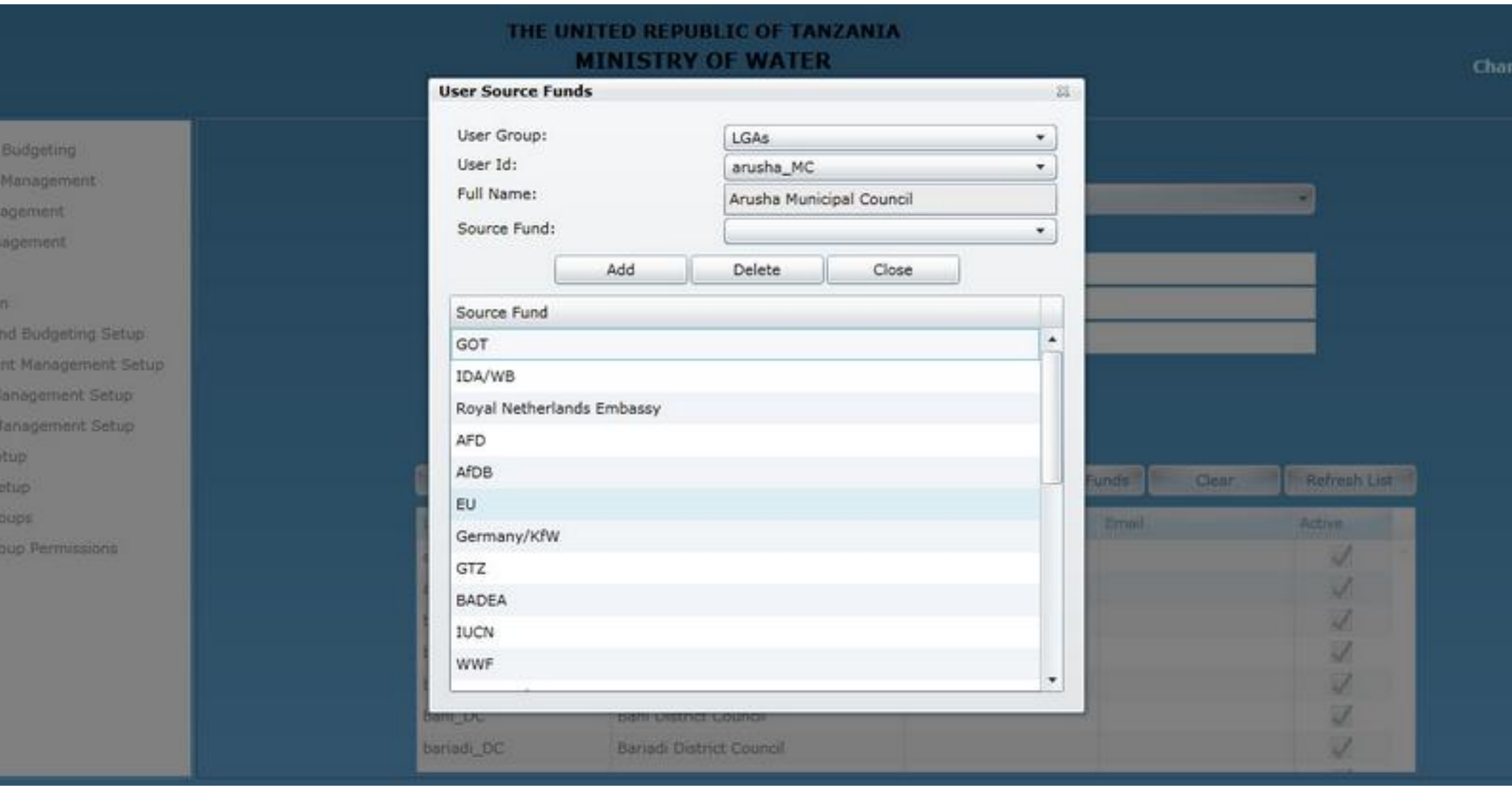

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Add
Delete
Close

User Implementing Entities

User Group: LGAs
User Id: arusha_MC
Full Name: Arusha Municipal Council
Program: Water Sector Development Programme
Component: Rural Water Supply Services
Agency Category: <<All Categories>>
Agency: <<All Entities>>

IE Category	Implementing Agency
LGAs-Arusha	Arusha MC

(b) User Permission for IA


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Add
Delete
Close

User Source Funds

User Group: LGAs
User Id: arusha_MC
Full Name: Arusha Municipal Council
Source Fund:

Source Fund
GOT
IDA/WB
Royal Netherlands Embassy
AFD
AfDB
EU
Germany/KfW
GTZ
BADEA
IUCN
WWF

(c) User Permission -Source Fund

Transaction Lock Master

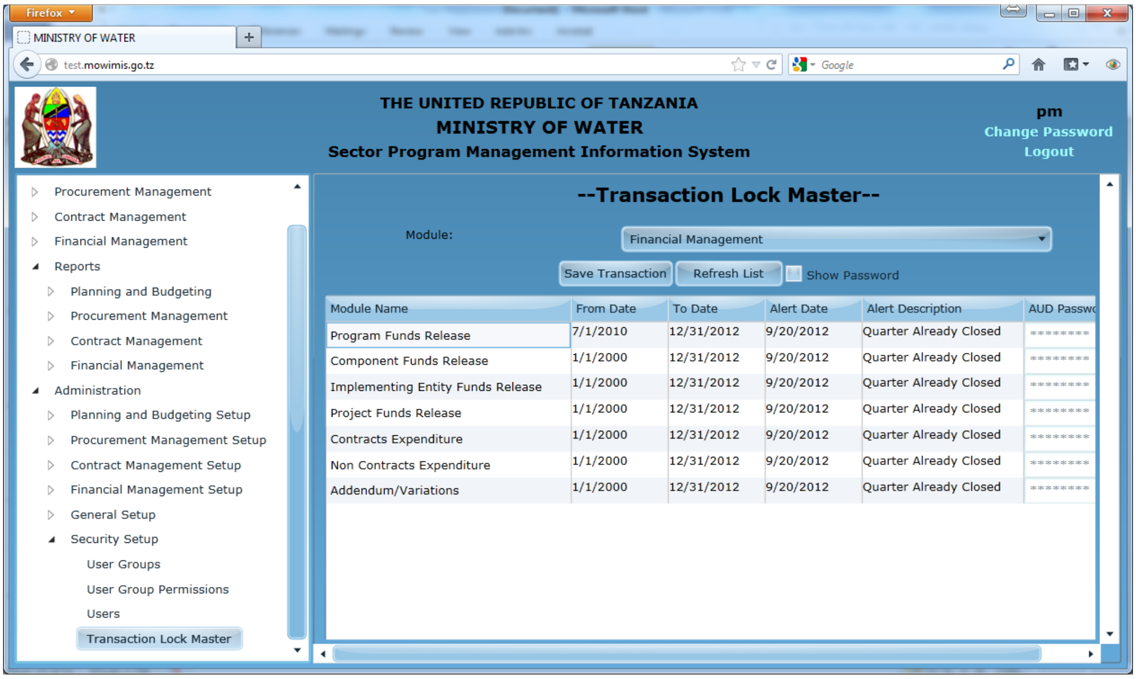
Transaction lock master allow for transactions to be locked for specified date range thus restricting addition, update or deletion of a transaction.

The lock is effective on the financial module only. To enable the lock on the records, a password (**AUD Password**) must be specified for the date ranges (**From Date** and **To Date**) the lock to act on. A blank password disables the lock.

From Date: start date from which the transaction lock is enabled
To Date: end date for which transaction lock is disabled there after
Alert Date: date for which the alert message starts to appear prior to **To Date**
AUD Password: required password for performing locked operation.

An alert date and message can be entered to notify or warn users for associated locked features

To setup a lock, navigate to: [Administration]>>[Security Setup]>>**Transaction Lock Master**.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Contract Management
Financial Management
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Planning and Budgeting
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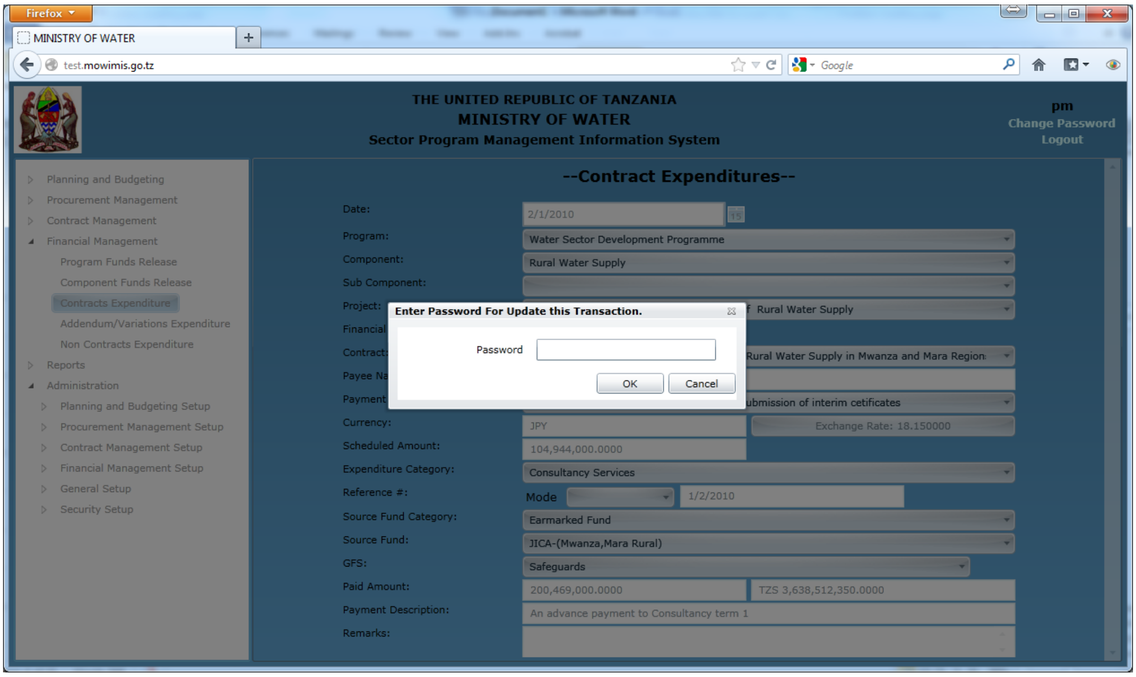
Contract Management
Financial Management
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Financial Management Setup
General Setup
Security Setup
User Groups
User Group Permissions
Users
Transaction Lock Master
--Transaction Lock Master--
Save Transaction
Refresh List
☐ Show Password

Module: Financial Management

Module Name	From Date	To Date	Alert Date	Alert Description	AUD Passw
Program Funds Release	7/1/2010	12/31/2012	9/20/2012	Quarter Already Closed	********
Component Funds Release	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********
Implementing Entity Funds Release	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********
Project Funds Release	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********
Contracts Expenditure	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********
Non Contracts Expenditure	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********
Addendum/Variations	1/1/2000	12/31/2012	9/20/2012	Quarter Already Closed	********

Transaction Lock Master

Performing an Add, Update or Delete operations within locked dates ranges require a password input upon prompt.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--Contract Expenditures--

Date: 2/1/2010
Program: Water Sector Development Programme
Component: Rural Water Supply
Sub Component:
Project: f Rural Water Supply
Contract: Rural Water Supply in Mwanza and Mara Region:
Payment: ubmission of interim cetificates
Currency: JPY
Exchange Rate: 18.150000
Scheduled Amount: 104,944,000.0000
Expenditure Category: Consultancy Services
Reference #: Mode 1/2/2010
Source Fund Category: Earmarked Fund
Source Fund: JICA-(Mwanza,Mara Rural)
GFS: Safeguards
Paid Amount: 200,469,000.0000 TZS 3,638,512,350.0000
Payment Description: An advance payment to Consultancy term 1
Remarks:

Enter Password For Update this Transaction.
Password

MINISTRY OF WATER
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pm
Change Password
Logout
Planning and Budgeting
Procurement Management
Contract Management
Financial Management
Program Funds Release
Component Funds Release
Contracts Expenditure
Addendum/Variations Expenditure
Non Contracts Expenditure
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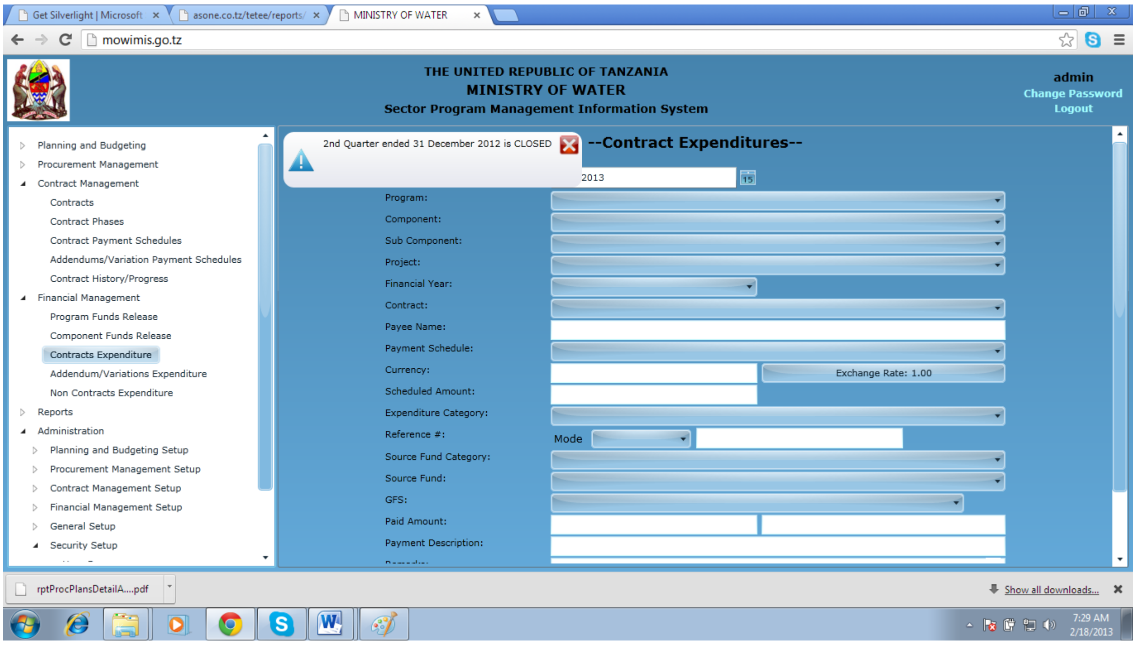
Administration
Planning and Budgeting Setup
Procurement Management Setup
Contract Management Setup
Financial Management Setup
General Setup
Security Setup
OK
Cancel

Transaction Lock Master – Password Prompt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MINISTRY OF WATER
Sector Program Management Information System

2nd Quarter ended 31 December 2012 is CLOSED

--Contract Expenditures--

2013
Program:
Component:
Sub Component:
Project:
Financial Year:
Contract:
Payee Name:
Payment Schedule:
Currency:
Exchange Rate: 1.00
Scheduled Amount:
Expenditure Category:
Reference #: Mode
Source Fund Category:
Source Fund:
GFS:
Paid Amount:
Payment Description:

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Contract Phases
Contract Payment Schedules
Addendums/Variation Payment Schedules
Contract History/Progress
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Component Funds Release
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Addendum/Variations Expenditure
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Financial Management Setup
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7:29 AM
2/18/2013

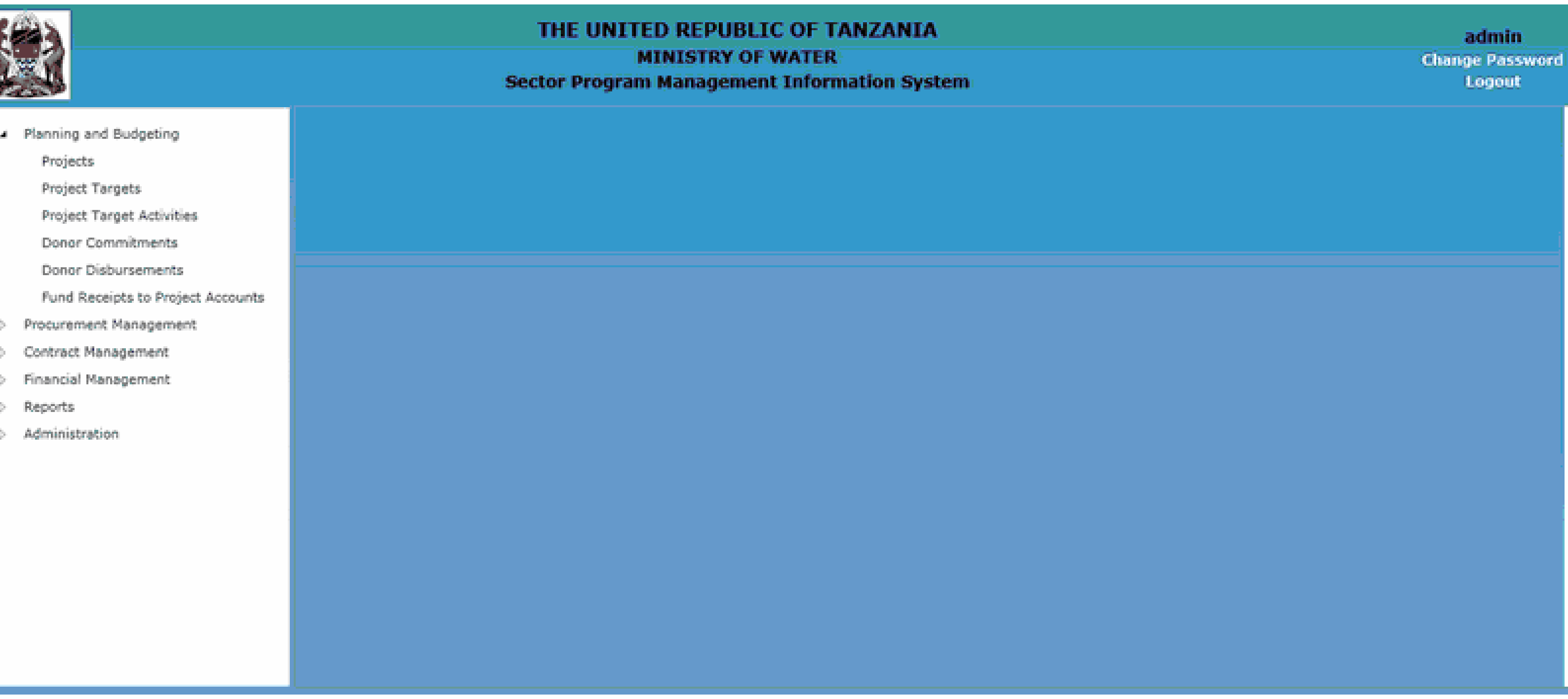
Transaction Lock Master – Alert Message

Planning & Budgeting

Planning and Budgeting Module, this is the major module for this system which initializes the data input from planning and budgeting,this defines projects,project target,target activities,available in specific program available.

This modules includes:-

- [Project Registration]
- [Project Targets]
- [Project Target Activities]
- [Donor Commitments]
- [Donor Disbursements]
- [Fund Receipts to Project Accounts]


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System
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Change Password
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Planning and Budgeting
Projects
Project Targets
Project Target Activities
Donor Commitments
Donor Disbursements
Fund Receipts to Project Accounts
Procurement Management
Contract Management
Financial Management
Reports
Administration

Planning and Budgeting Module

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Project Registration

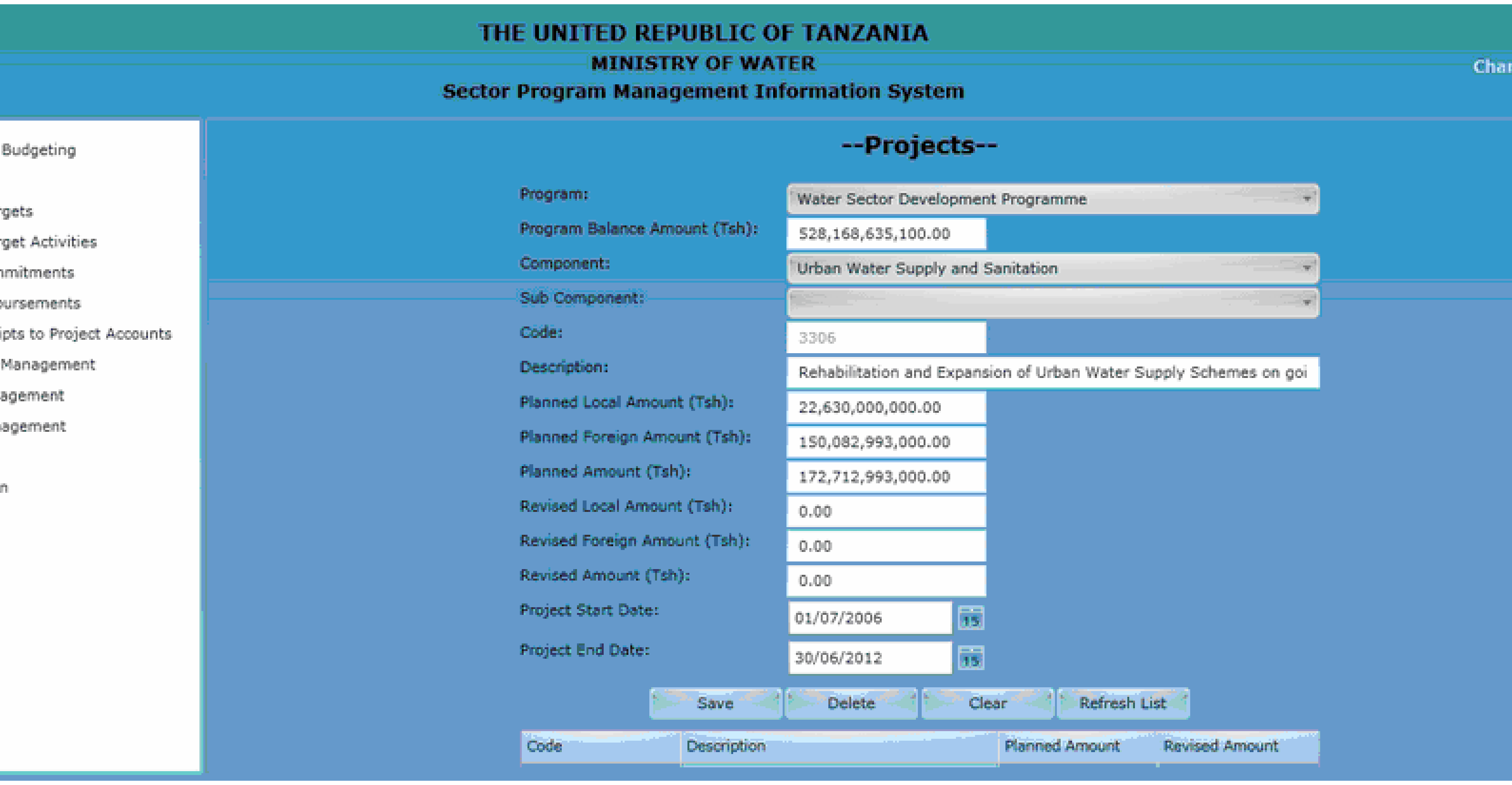
This part registers all project for a specific program available,the registration of Project in a program is a must as no any plan will be carried out without registering a project.A project may be for one financial year or across different financial years.

To register a project go to:

>> Planning and Budgeting >>Projects Registration

- Select Program and Component
- Add all parameters

- Click Save to register project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--Projects--

Program: Water Sector Development Programme
Program Balance Amount (Tsh): 528,168,635,100.00
Component: Urban Water Supply and Sanitation
Sub Component:
Code: 3306
Description: Rehabilitation and Expansion of Urban Water Supply Schemes on goi
Planned Local Amount (Tsh): 22,630,000,000.00
Planned Foreign Amount (Tsh): 150,082,993,000.00
Planned Amount (Tsh): 172,712,993,000.00
Revised Local Amount (Tsh): 0.00
Revised Foreign Amount (Tsh): 0.00
Revised Amount (Tsh): 0.00
Project Start Date: 01/07/2006
Project End Date: 30/06/2012

Code	Description	Planned Amount	Revised Amount

Project Registartion

Project Target

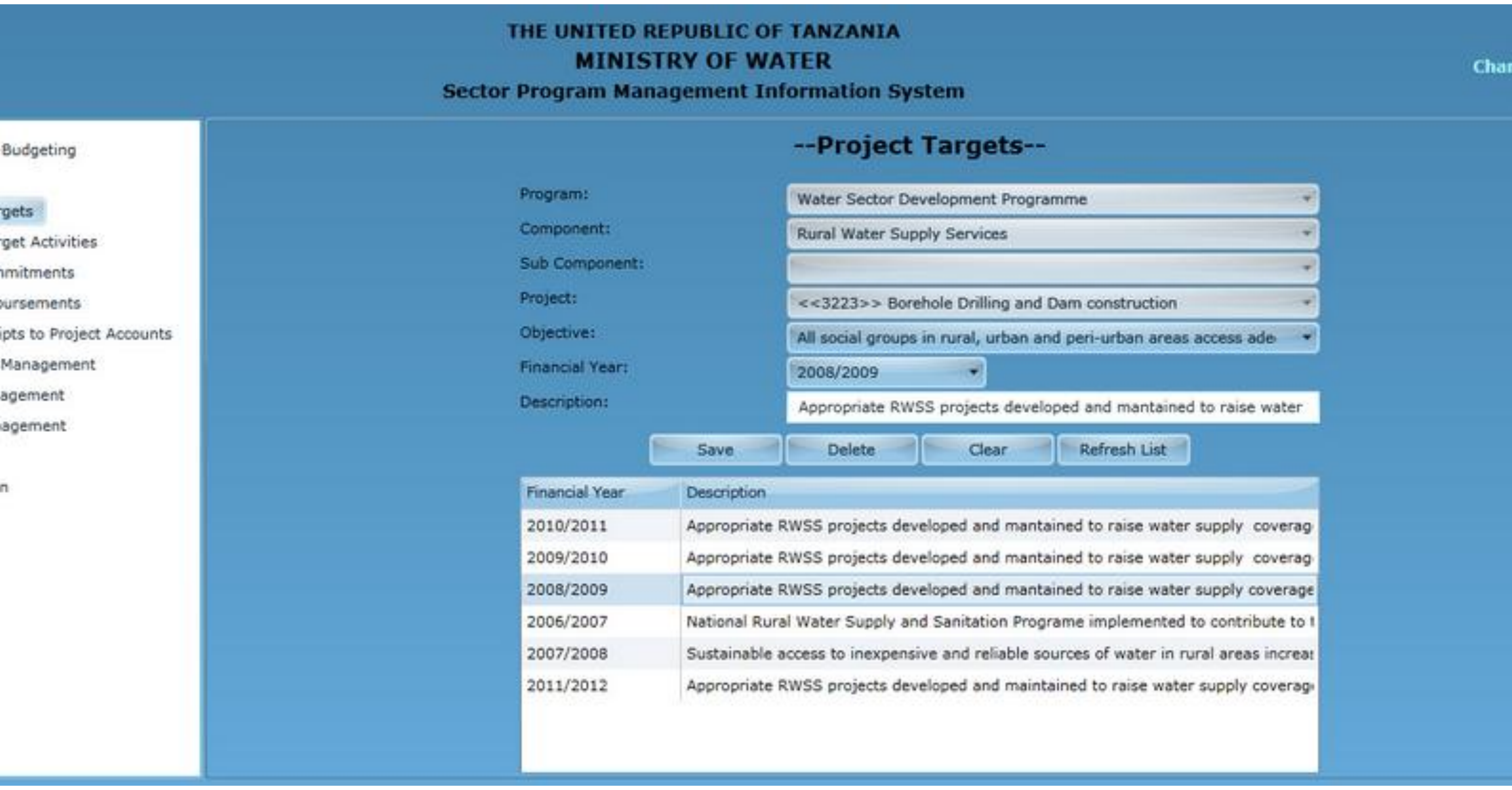
Project target,defines target of the project in a specific financial year,each target are defined for each project.

To register project target go to:-

>> Planning and Budgeting >>Projects target

- Select Program
- Select Component
- Select Sub component(this is option and if not defined skip this selection)
- Select Project to add year target
- Select Objective to add year target
- Select Financial Year

- Add target description and
- Click Save to register target



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--Project Targets--

Program: Water Sector Development Programme
Component: Rural Water Supply Services
Sub Component:
Project: <<3223>> Borehole Drilling and Dam construction
Objective: All social groups in rural, urban and peri-urban areas access ade
Financial Year: 2008/2009
Description: Appropriate RWSS projects developed and mantained to raise water

Financial Year	Description
2010/2011	Appropriate RWSS projects developed and mantained to raise water supply coverag
2009/2010	Appropriate RWSS projects developed and mantained to raise water supply coverag
2008/2009	Appropriate RWSS projects developed and mantained to raise water supply coverage
2006/2007	National Rural Water Supply and Sanitation Programe implemented to contribute to
2007/2008	Sustainable access to inexpensive and reliable sources of water in rural areas increa
2011/2012	Appropriate RWSS projects developed and maintained to raise water supply coverag

Project Target Registration

Project target Activities

Project target activities,this defined sub activities as per financial year budget across various project target, for each financial year project target activities will be added and budgeted as per one financial year.

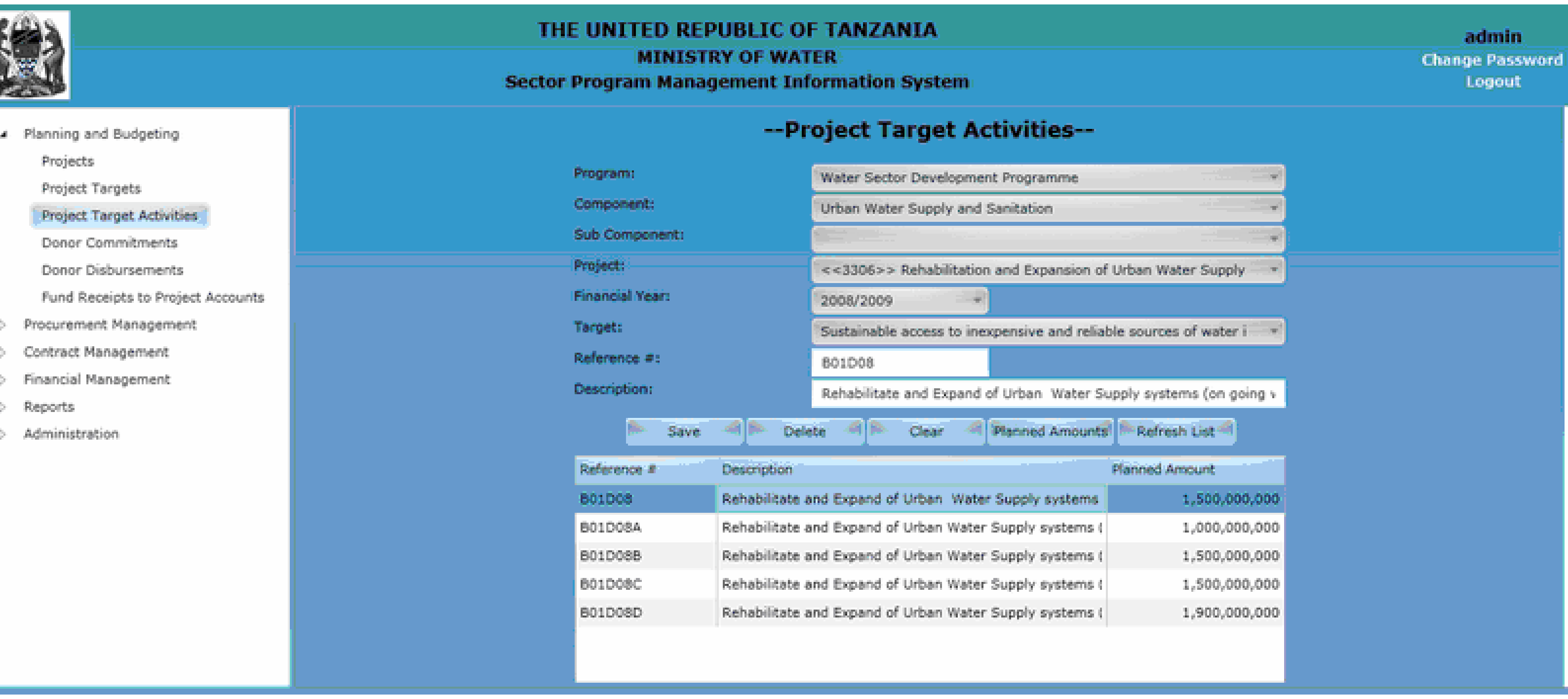
To register project target activities in a specific project go to:

Planning and Budgeting >> Projects target activities

- Select all parameters i.e. Program,Component,Sub Component(optional),Project,financial year and project target.
- Add Project target activity reference #
- Add project target activity description
- Click Save to register project target activity

To add Projects target activities Amount

- Select Planned Activities
- Click planned Amount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Project Targets
Project Target Activities
Donor Commitments
Donor Disbursements
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Planned Amounts
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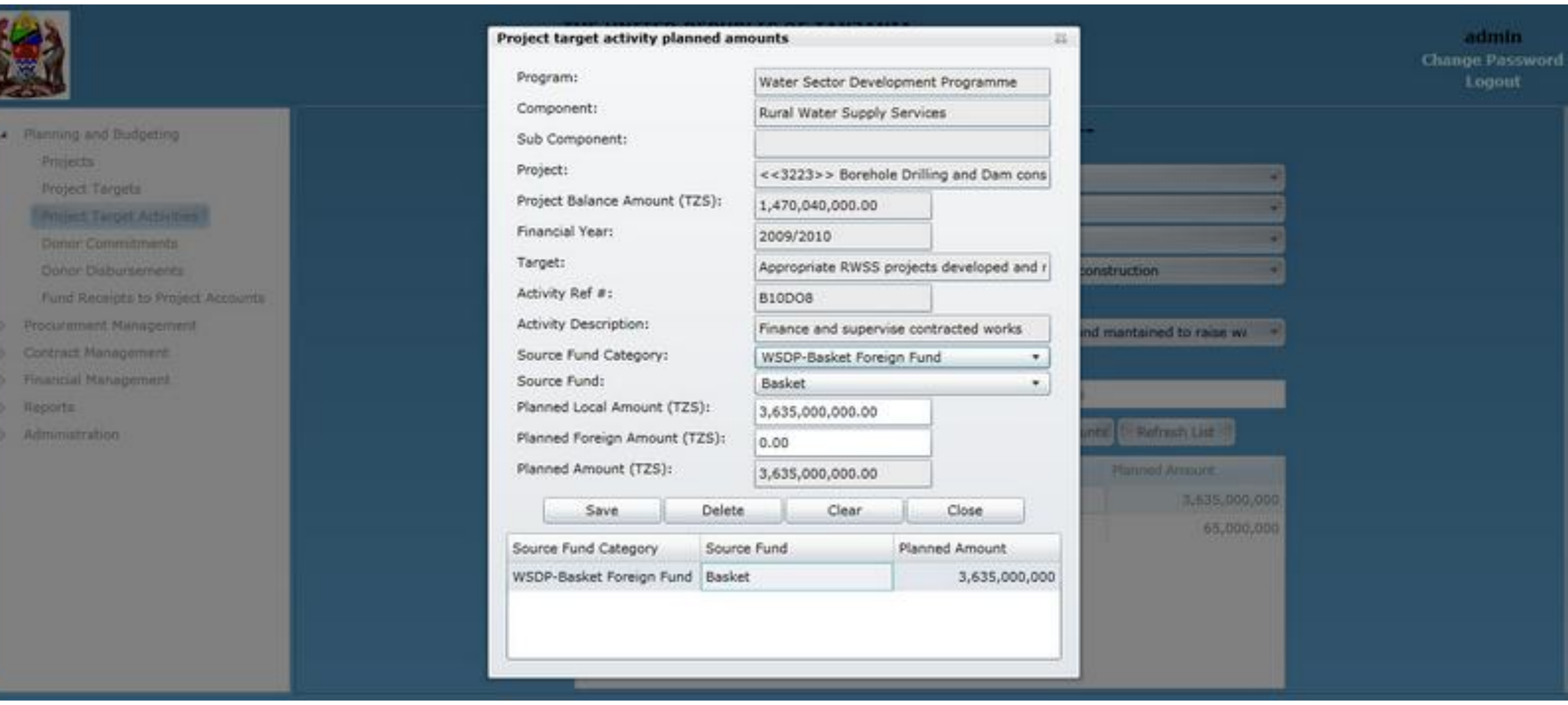
--Project Target Activities--

Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply
Financial Year: 2008/2009
Target: Sustainable access to inexpensive and reliable sources of water i
Reference #: B01D08
Description: Rehabilitate and Expand of Urban Water Supply systems (on going v

Reference #	Description	Planned Amount
B01D08	Rehabilitate and Expand of Urban Water Supply systems	1,500,000,000
B01D08A	Rehabilitate and Expand of Urban Water Supply systems (	1,000,000,000
B01D08B	Rehabilitate and Expand of Urban Water Supply systems (	1,500,000,000
B01D08C	Rehabilitate and Expand of Urban Water Supply systems (	1,500,000,000
B01D08D	Rehabilitate and Expand of Urban Water Supply systems (	1,900,000,000

(a) Project target activity registration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Project target activity planned amounts

Program: Water Sector Development Programme
Component: Rural Water Supply Services
Sub Component:
Project: <<3223>> Borehole Drilling and Dam cons
Project Balance Amount (TZS): 1,470,040,000.00
Financial Year: 2009/2010
Target: Appropriate RWSS projects developed and r
Activity Ref #: B10DO8
Activity Description: Finance and supervise contracted works
Source Fund Category: WSDP-Basket Foreign Fund
Source Fund: Basket
Planned Local Amount (TZS): 3,635,000,000.00
Planned Foreign Amount (TZS): 0.00
Planned Amount (TZS): 3,635,000,000.00

Source Fund Category	Source Fund	Planned Amount
WSDP-Basket Foreign Fund	Basket	3,635,000,000

(b) Target Planned Activities Amount

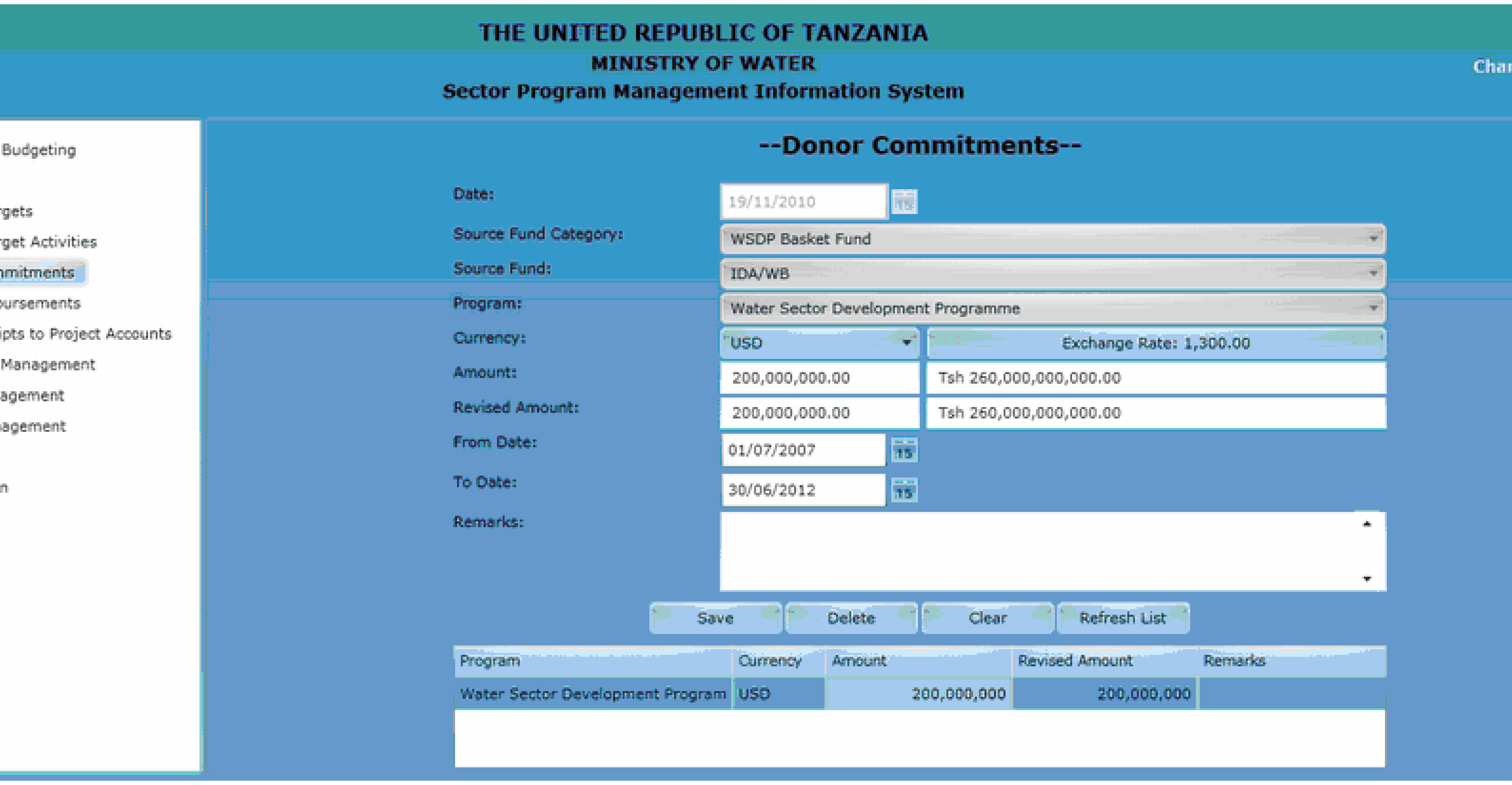
Donor Commitments

Donor Commitments,this is where all fund commitments from different source funds (donors) including government of Tanzania (GOT) are registered for a specific program .The commitments are registered in different currencies depending on commitment currency.

To register commitments go to:

>> [Planning and Budgeting](#) >>[Donor Commitments](#)

- Select Source fund category,Source fund ,Program and Currency
- Add Amount as per currency selected above
- Period of commitment(Date from and date to)
- Add any Remarks if any
- Click Save to Register Commitment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Refresh List

--Donor Commitments--

Date: 19/11/2010
Source Fund Category: WSDP Basket Fund
Source Fund: IDA/WB
Program: Water Sector Development Programme
Currency: USD Exchange Rate: 1,300.00
Amount: 200,000,000.00 Tsh 260,000,000,000.00
Revised Amount: 200,000,000.00 Tsh 260,000,000,000.00
From Date: 01/07/2007
To Date: 30/06/2012
Remarks:

Program	Currency	Amount	Revised Amount	Remarks
Water Sector Development Program	USD	200,000,000	200,000,000	

Donor Commitments

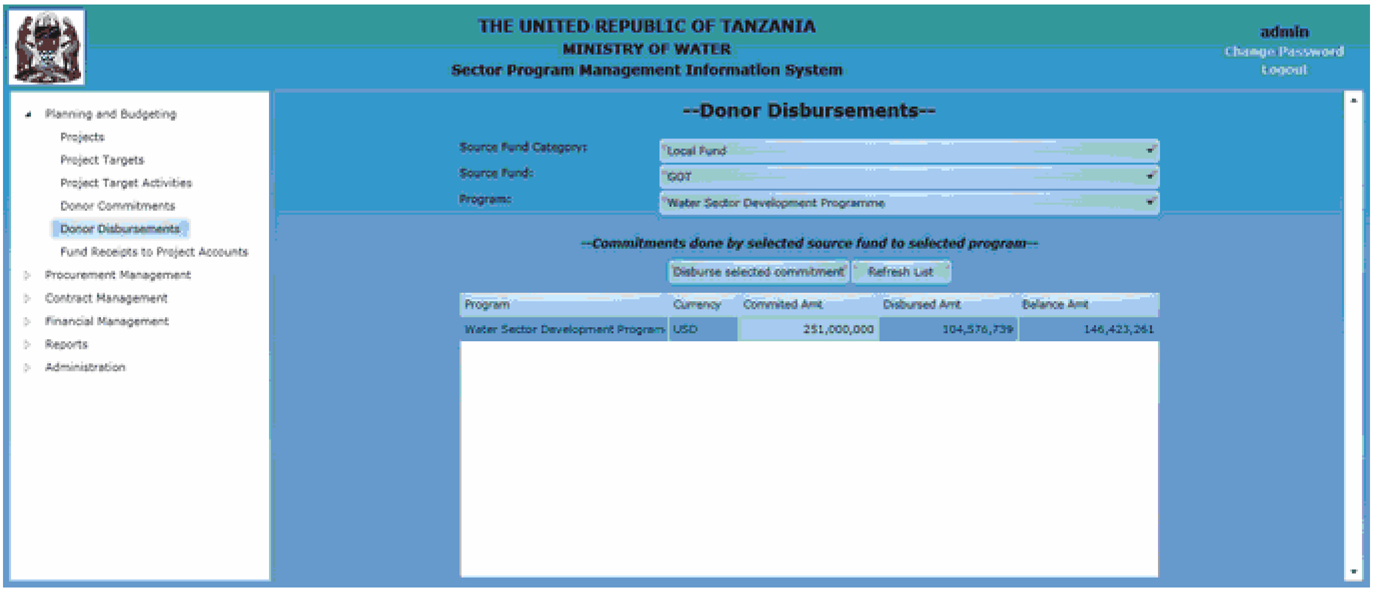
Donor Disbursments

This part of the system register and monitor all fund disbursed from different donors as per their commitments.

To register fund disbursed go to:

>> [Planning and Budgeting](#) >>[Donor Disbursements](#)

- Select source fund category,Source Fund and Program
- Select the Committed amount you want to disburse from (Step 1)
- Add date,Amount to disburse , reference number and remarks if any (step2)
- Click Save to Register disbursement



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--Donor Disbursements--

Source Fund Category: Local Fund
Source Fund: GOT
Program: Water Sector Development Programme

--Commitments done by selected source fund to selected program--

Program	Currency	Commited Amt	Disbursed Amt	Balance Amt
Water Sector Development Program	USD	251,000,000	104,576,739	146,423,261

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Project Target Activities
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Donor Disbursements
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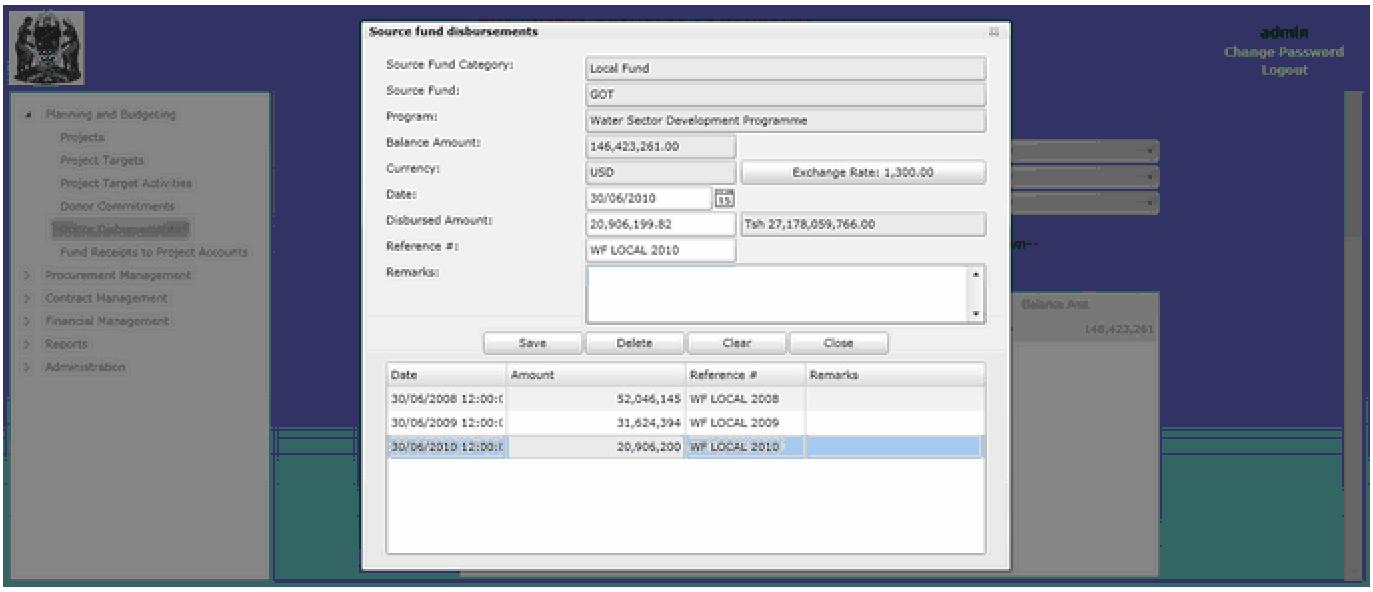
Donor Fund Disbusment (Step 1)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Source fund disbursements

Source Fund Category:	Local Fund
Source Fund:	GOT
Program:	Water Sector Development Programme
Balance Amount:	146,423,261.00
Currency:	USD Exchange Rate: 1,300.00
Date:	30/06/2010
Disbursed Amount:	20,906,199.82 Tsh 27,178,059,766.00
Reference #:	WF LOCAL 2010
Remarks:	

Date	Amount	Reference #	Remarks
30/06/2008 12:00:(	52,046,145	WF LOCAL 2008	
30/06/2009 12:00:(	31,624,394	WF LOCAL 2009	
30/06/2010 12:00:(	20,906,200	WF LOCAL 2010	

Donor Fund Disbusment (Step 1)

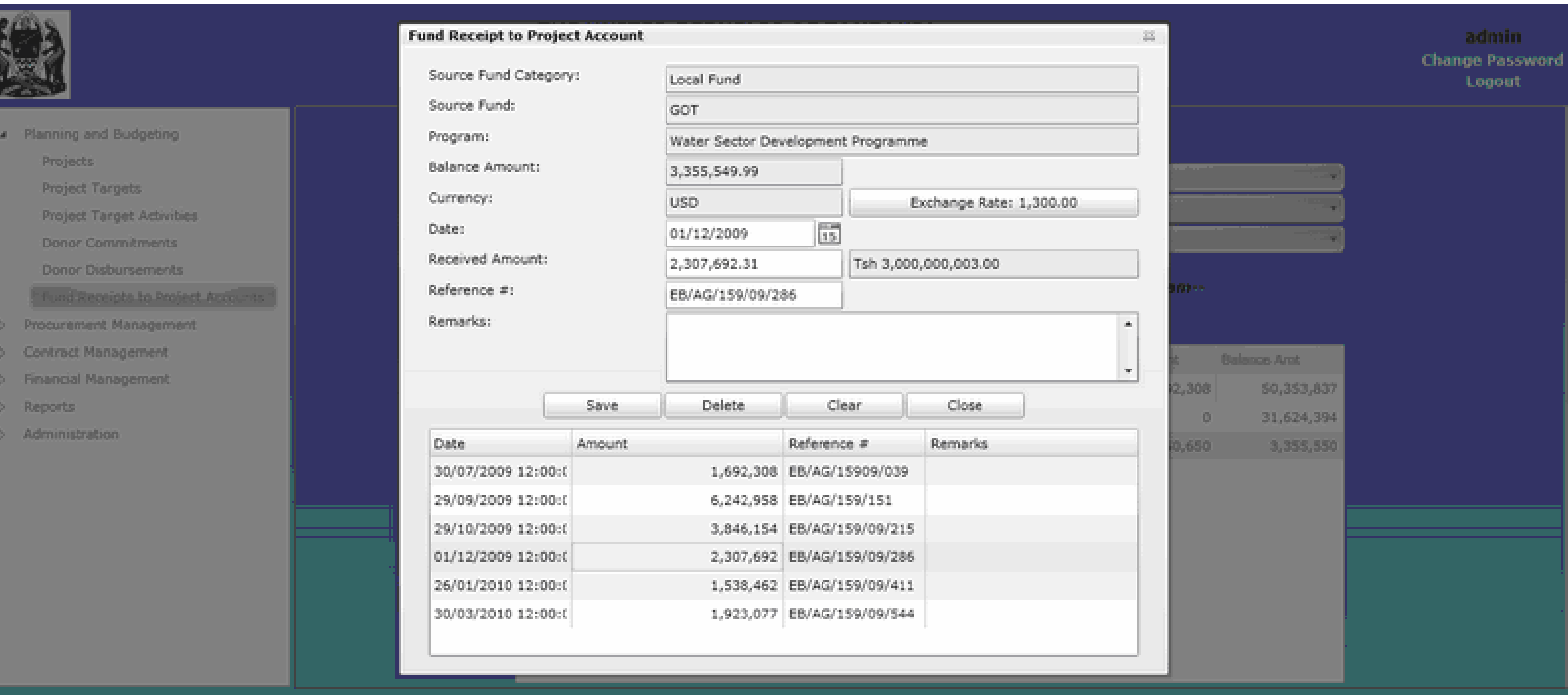
Fund Receipts to Project Accounts

Fund receipts to project account, this received fund disbursed from program holding account, to the program at the ministry levels (exchequers)

To register fund receipts to Project Account go to:

>>Planning and Budgeting >> Fund Receipts to Project Accounts

- Add exchequer date,received amount,exchequer number,and remarks
- Click save to register receipt amount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Fund Receipt to Project Account

Source Fund Category: Local Fund
Source Fund: GOT
Program: Water Sector Development Programme
Balance Amount: 3,355,549.99
Currency: USD
Exchange Rate: 1,300.00
Date: 01/12/2009
Received Amount: 2,307,692.31
Tsh 3,000,000,003.00
Reference #: EB/AG/159/09/286
Remarks:

Date	Amount	Reference #	Remarks
30/07/2009 12:00:(	1,692,308	EB/AG/15909/039	
29/09/2009 12:00:(	6,242,958	EB/AG/159/151	
29/10/2009 12:00:(	3,846,154	EB/AG/159/09/215	
01/12/2009 12:00:(	2,307,692	EB/AG/159/09/286	
26/01/2010 12:00:(	1,538,462	EB/AG/159/09/411	
30/03/2010 12:00:(	1,923,077	EB/AG/159/09/544	

Exchequer Notifications

Procurement Management

Procurement Management,this part defines all activities to be procured in a program and annual activities.
This modules includes:-

- Procurement Activity
- Procurement plan and
- Tenders

Procurement Activity

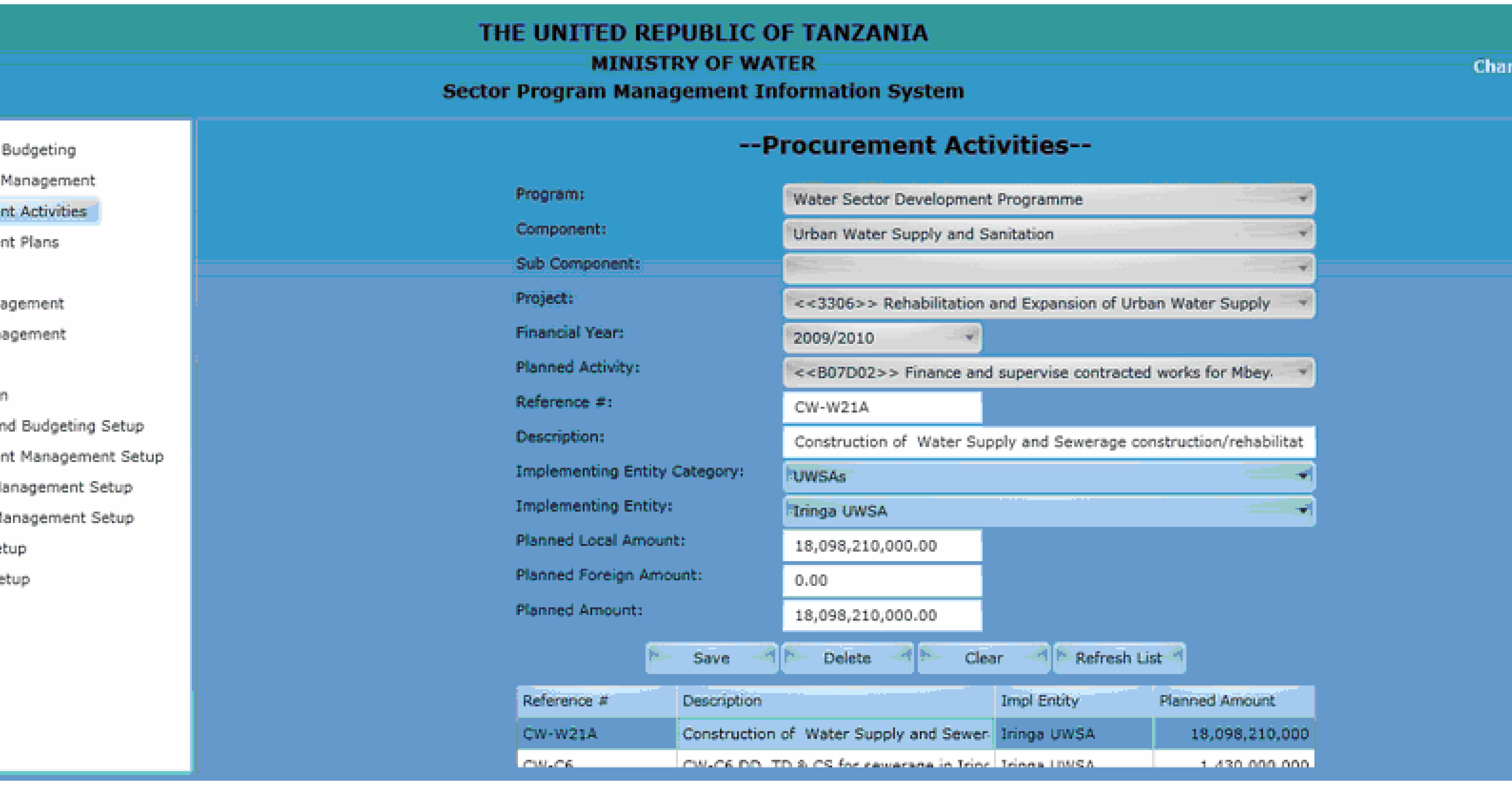
Procurement activity ,this defines new procurement activity by linking them with the planned project and annual activity.

To Register Procurement Activity go to:

>> Procurement Management >>Procurement Activity

- Select predefined i.e. *program ,component, project ,Financial year,Planned activity,Implementing Agency category and implementing Agency.*
- Add Reference(Procurement activity Code)

- Add procurement Description
- Planned Local amount (these are government contribution)
- Planned foreign amount (these are other donors contribution other than government)
- Click Save to register Procurement Activity.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--Procurement Activities--

Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply
Financial Year: 2009/2010
Planned Activity: <<B07D02>> Finance and supervise contracted works for Mbey
Reference #: CW-W21A
Description: Construction of Water Supply and Sewerage construction/rehabilitat
Implementing Entity Category: UWSAs
Implementing Entity: Iringa UWSA
Planned Local Amount: 18,098,210,000.00
Planned Foreign Amount: 0.00
Planned Amount: 18,098,210,000.00

Reference #	Description	Impl Entity	Planned Amount
CW-W21A	Construction of Water Supply and Sewer	Iringa UWSA	18,098,210,000
CW-C6	CW-C6 DD, TD & CS for sewerage in Irinc	Iringa UWSA	1,430,000,000

Procurement Activity

Procurement plan

Procurement plan defines and set all procurement plan by setting all required information for procurement and tendering process.(i.e. *Key dates i.e. expected date of advertisement, EOI, Release ,Submission ,No Objection date,signing date, bid open and expected Contract award date),procuring and implementing Agency,procurement planned amount,procurement method,category and selection method.*

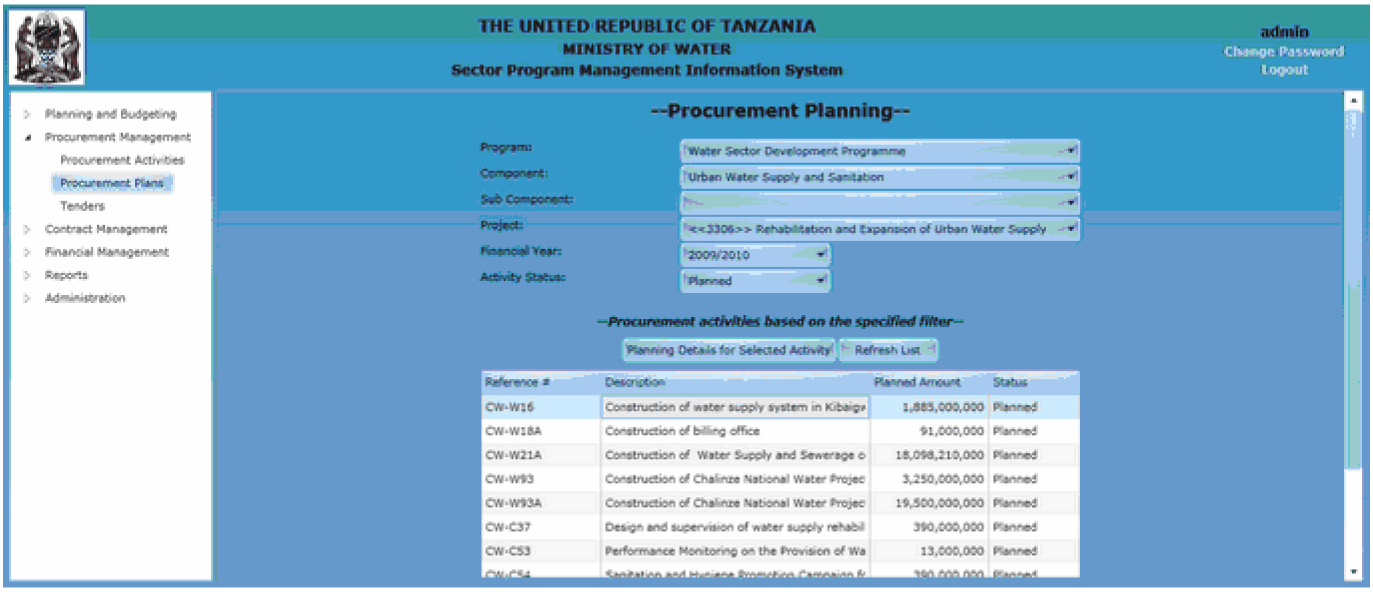
To plan for procurement activity go to:

>> Procurement Management >>Procurement Plan

- Select procurement activity by selecting all required fields i.e. program

,component,project,financial year and status.

- Click "Planning details for selected activity"(see Procurement plan step1)
- Add the basic details and expected date
- Click Save to add Procurement plan details (see Procurement plan step2)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Procurement Plans
Tenders
Contract Management
Financial Management
Reports
Administration
--Procurement Planning--
--Procurement activities based on the specified filter--
Planning Details for Selected Activity
Refresh List

Program: Water Sector Development Programme

Component: Urban Water Supply and Sanitation

Sub Component:

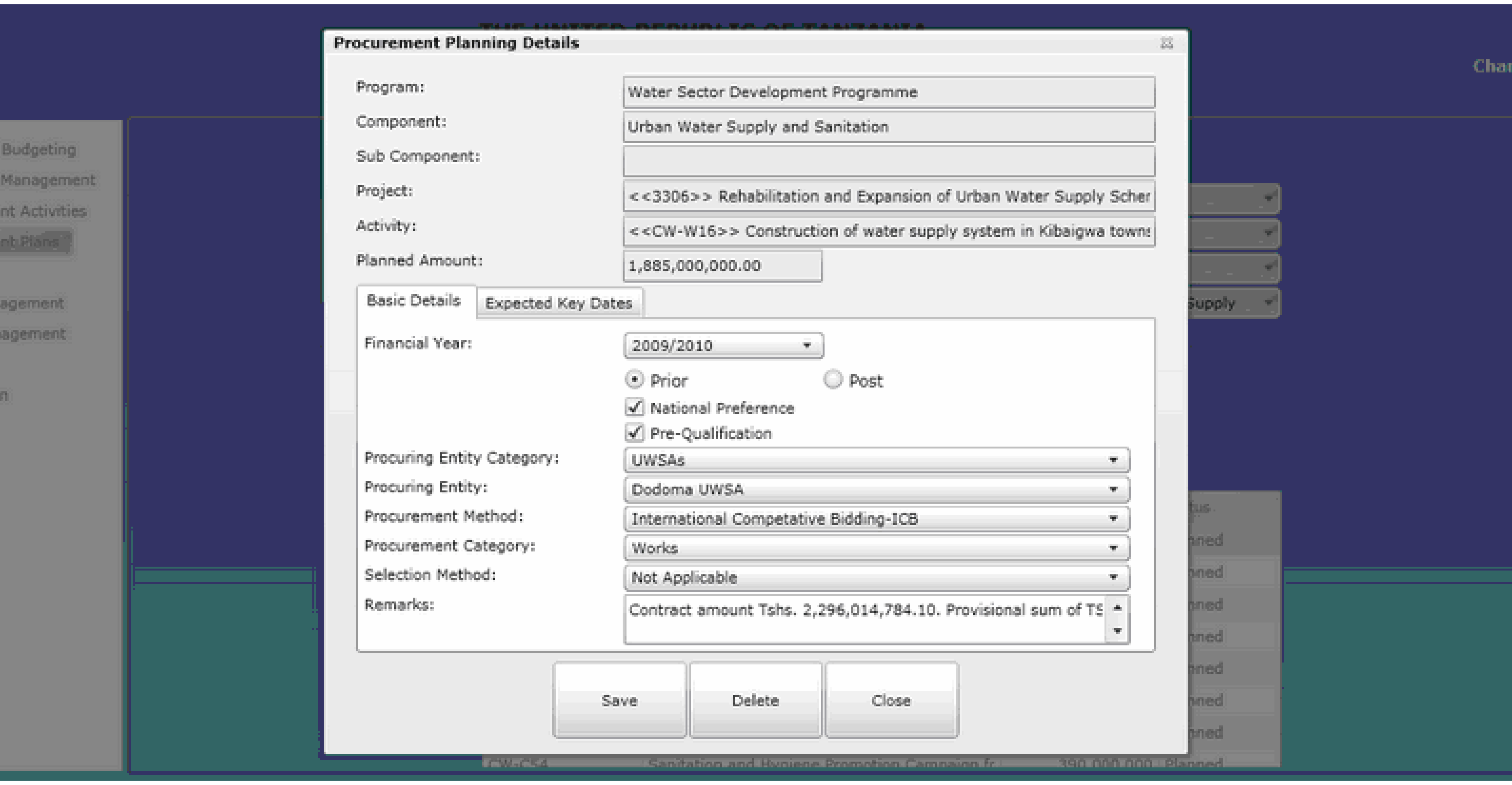
Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply

Financial Year: 2009/2010

Activity Status: Planned

Reference #	Description	Planned Amount	Status
CW-W16	Construction of water supply system in Kibaigw	1,885,000,000	Planned
CW-W18A	Construction of billing office	91,000,000	Planned
CW-W21A	Construction of Water Supply and Sewerage o	18,098,210,000	Planned
CW-W93	Construction of Chalinze National Water Projec	3,250,000,000	Planned
CW-W93A	Construction of Chalinze National Water Projec	19,500,000,000	Planned
CW-C37	Design and supervision of water supply rehabil	390,000,000	Planned
CW-C53	Performance Monitoring on the Provision of Wa	13,000,000	Planned
CW-C54	Sanitation and Hygiene Promotion Campaign fr	390,000,000	Planned

Procurement Plan (step 1)


Procurement Planning Details
Basic Details
Expected Key Dates
Save
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Program: Water Sector Development Programme

Component: Urban Water Supply and Sanitation

Sub Component:

Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply Scher

Activity: <<CW-W16>> Construction of water supply system in Kibaigwa towns

Planned Amount: 1,885,000,000.00

Financial Year: 2009/2010

● Prior ○ Post

☑ National Preference

☑ Pre-Qualification

Procuring Entity Category: UWSAs

Procuring Entity: Dodoma UWSA

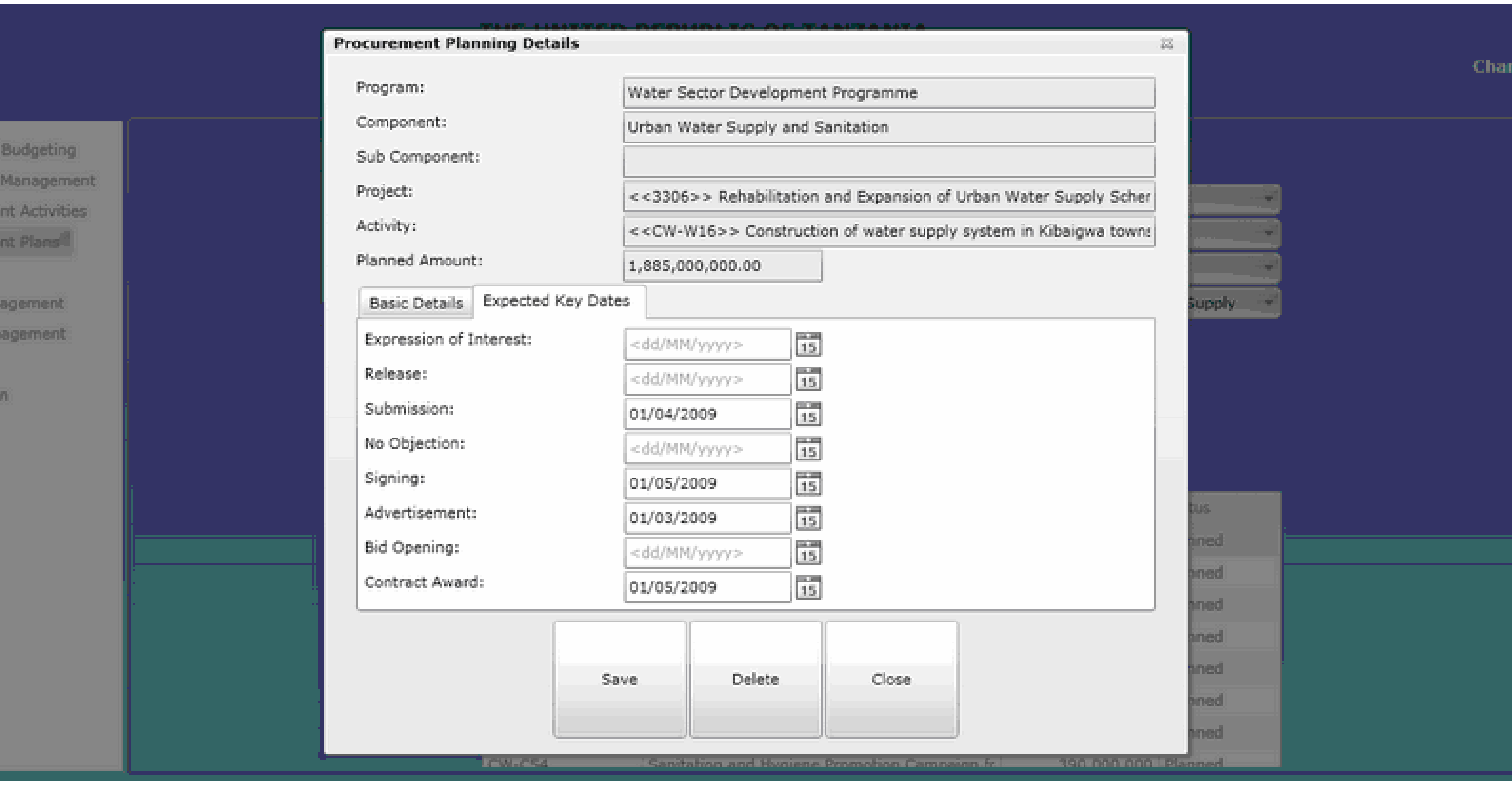
Procurement Method: International Competative Bidding-ICB

Procurement Category: Works

Selection Method: Not Applicable

Remarks: Contract amount Tshs. 2,296,014,784.10. Provisional sum of TS

Procurement plan (step 2)



Procurement Planning Details

Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply Scher
Activity: <<CW-W16>> Construction of water supply system in Kibaigwa town
Planned Amount: 1,885,000,000.00

Expression of Interest: <dd/MM/yyyy>
Release: <dd/MM/yyyy>
Submission: 01/04/2009
No Objection: <dd/MM/yyyy>
Signing: 01/05/2009
Advertisement: 01/03/2009
Bid Opening: <dd/MM/yyyy>
Contract Award: 01/05/2009

Procurement plan (step 3)

Tenders

Tenders, this defines procurement plan to tenders and allow adding multiple lots to tenders

To create tender go to:

>> Procurement Management >>Tenders

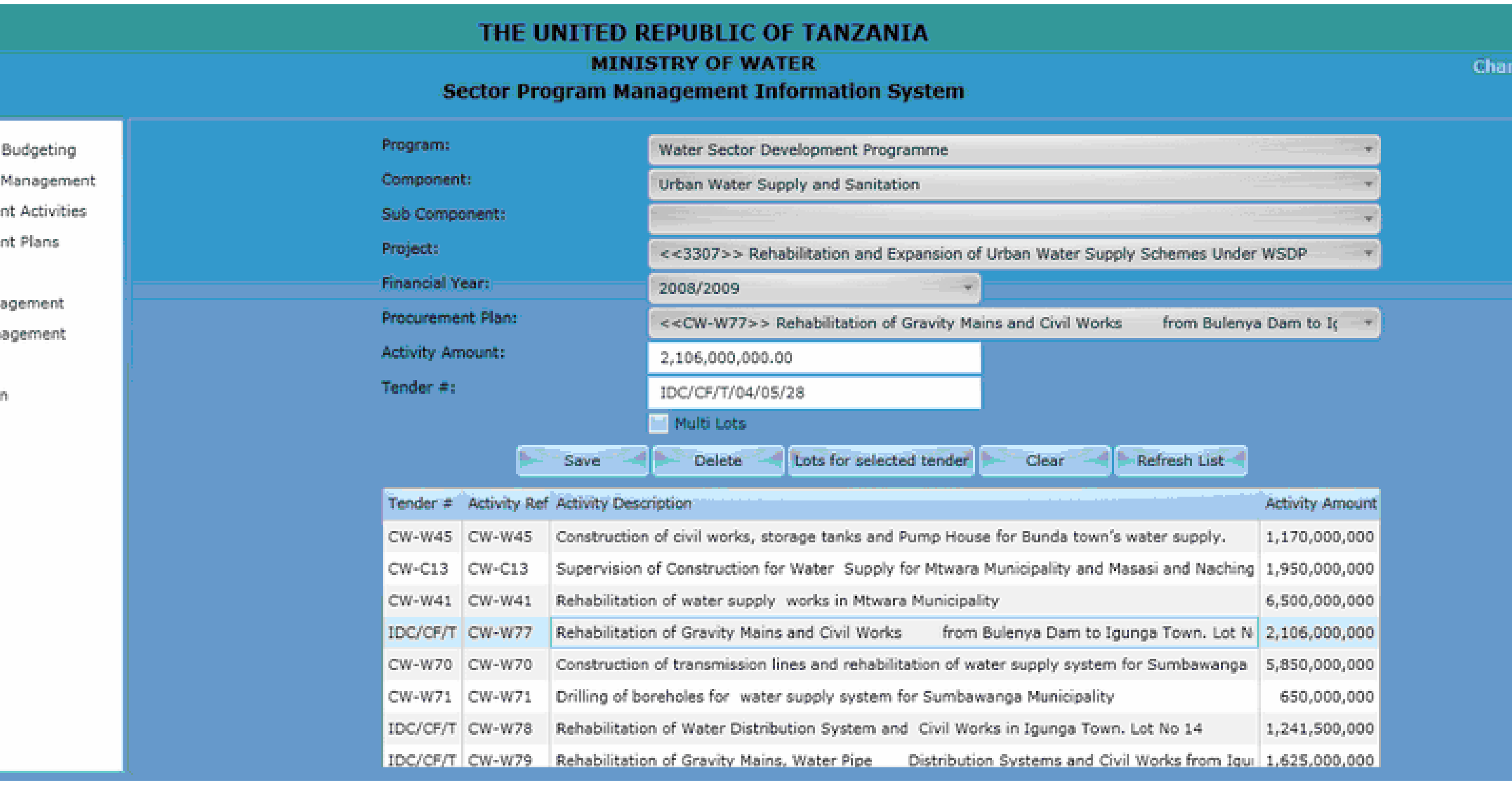
Select all the required information i.e.

- program,component,project,financial year,procurement plan
- Check multi lot if tender has lots
- Click Save to create tender

To add lots :-

- Select tender to add lots
- Click lots for selected tender

- Select tender #
- Add tender description
- Click save to register Lot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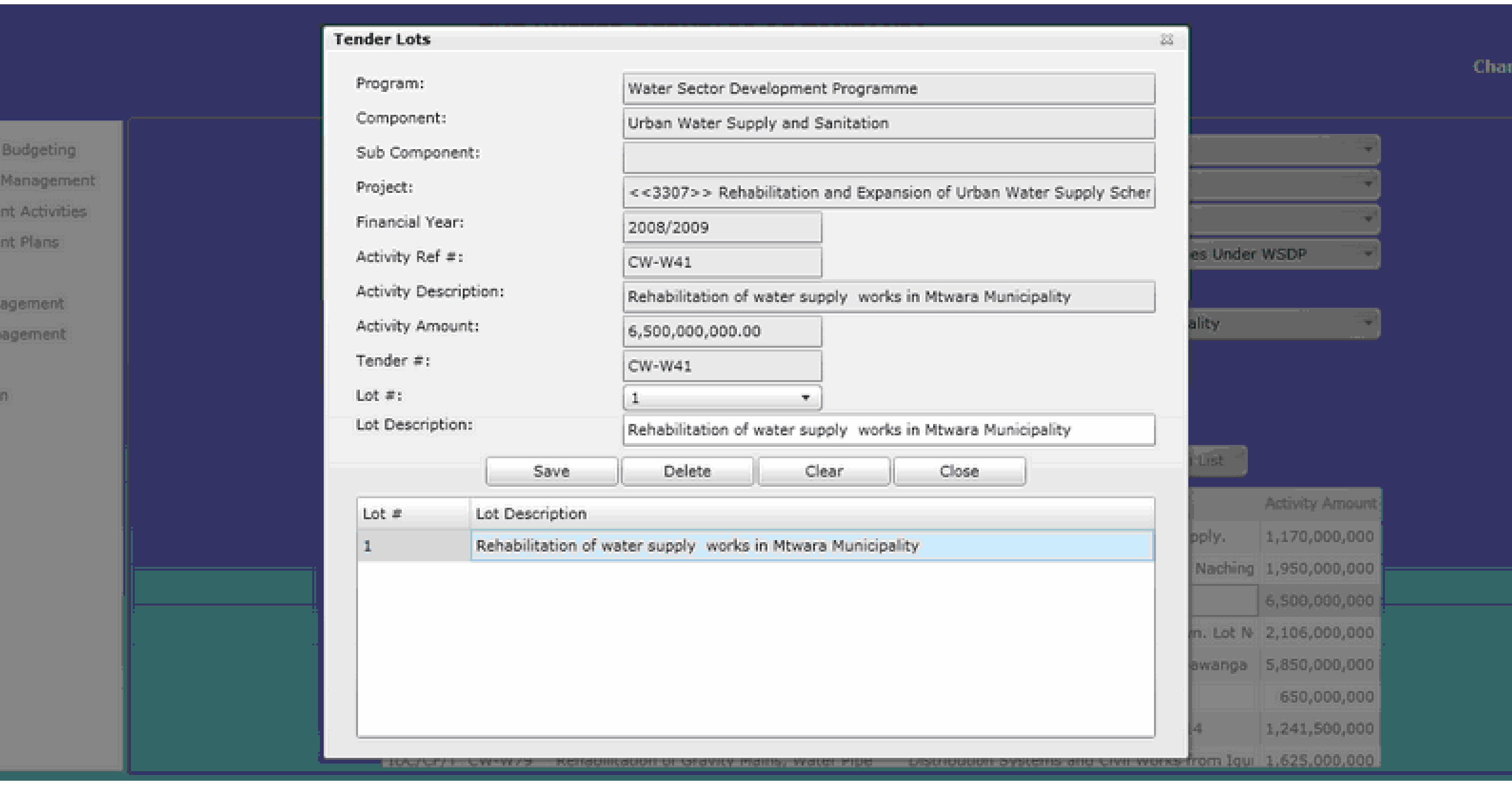
Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3307>> Rehabilitation and Expansion of Urban Water Supply Schemes Under WSDP
Financial Year: 2008/2009
Procurement Plan: <<CW-W77>> Rehabilitation of Gravity Mains and Civil Works from Bulenya Dam to I
Activity Amount: 2,106,000,000.00
Tender #: IDC/CF/T/04/05/28
☐ Multi Lots

Tender #	Activity Ref	Activity Description	Activity Amount
CW-W45	CW-W45	Construction of civil works, storage tanks and Pump House for Bunda town's water supply.	1,170,000,000
CW-C13	CW-C13	Supervision of Construction for Water Supply for Mtwara Municipality and Masasi and Naching	1,950,000,000
CW-W41	CW-W41	Rehabilitation of water supply works in Mtwara Municipality	6,500,000,000
IDC/CF/T	CW-W77	Rehabilitation of Gravity Mains and Civil Works from Bulenya Dam to Igunga Town. Lot N	2,106,000,000
CW-W70	CW-W70	Construction of transmission lines and rehabilitation of water supply system for Sumbawanga	5,850,000,000
CW-W71	CW-W71	Drilling of boreholes for water supply system for Sumbawanga Municipality	650,000,000
IDC/CF/T	CW-W78	Rehabilitation of Water Distribution System and Civil Works in Igunga Town. Lot No 14	1,241,500,000
IDC/CF/T	CW-W79	Rehabilitation of Gravity Mains, Water Pipe Distribution Systems and Civil Works from Igu	1,625,000,000

Tender Registration



Program:	Water Sector Development Programme
Component:	Urban Water Supply and Sanitation
Sub Component:	
Project:	<<3307>> Rehabilitation and Expansion of Urban Water Supply Scher
Financial Year:	2008/2009
Activity Ref #:	CW-W41
Activity Description:	Rehabilitation of water supply works in Mtwara Municipality
Activity Amount:	6,500,000,000.00
Tender #:	CW-W41
Lot #:	1
Lot Description:	Rehabilitation of water supply works in Mtwara Municipality

Lot #	Lot Description
1	Rehabilitation of water supply works in Mtwara Municipality

Tender Lots Registartion

Contracts Management

Contracts Management,This part of the system register and administer all procurement planned activities which involve tendering process hence to contract process.

The contract includes :
Contract Registration
Contract Phases
Contract payment schedules
Addendum/Variation Payment Schedule and
Contract history/progress Remarks

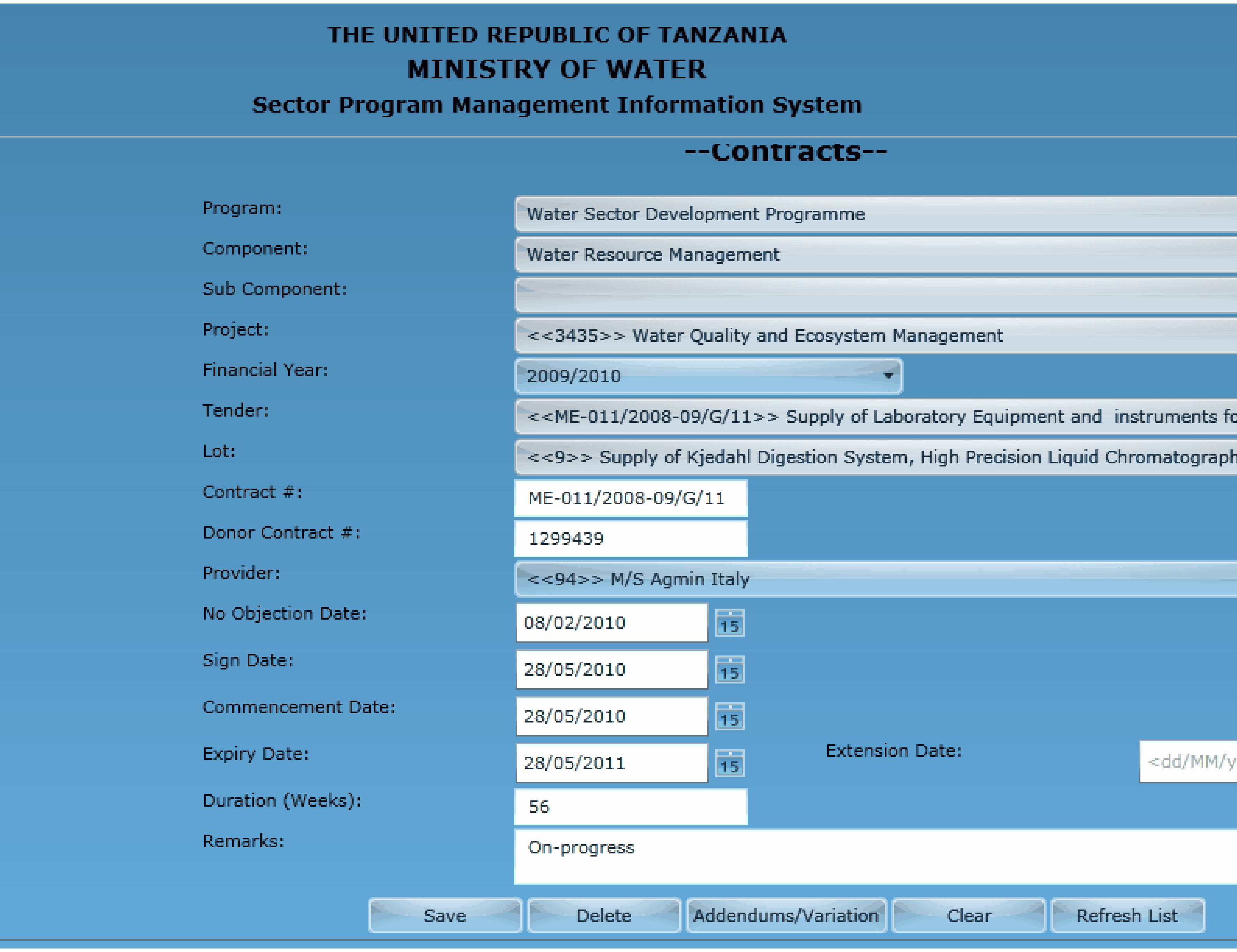
Contracts

This defines contract after the contract has been signed ,by assigning all the required information for contract with actual information and contract amount with contract currency.

Also this allow to set extension date and remark of the Contract if the contract has been extended as well as setting the Contract addendum and variations if any.

>>Planning and Budgeting >> Contracts

- Select all parameters
- Add Contract #,donor Contract #
- Select provider
- No objection date,Sign date,commencement date,expiry date or duration
- Click save to register contract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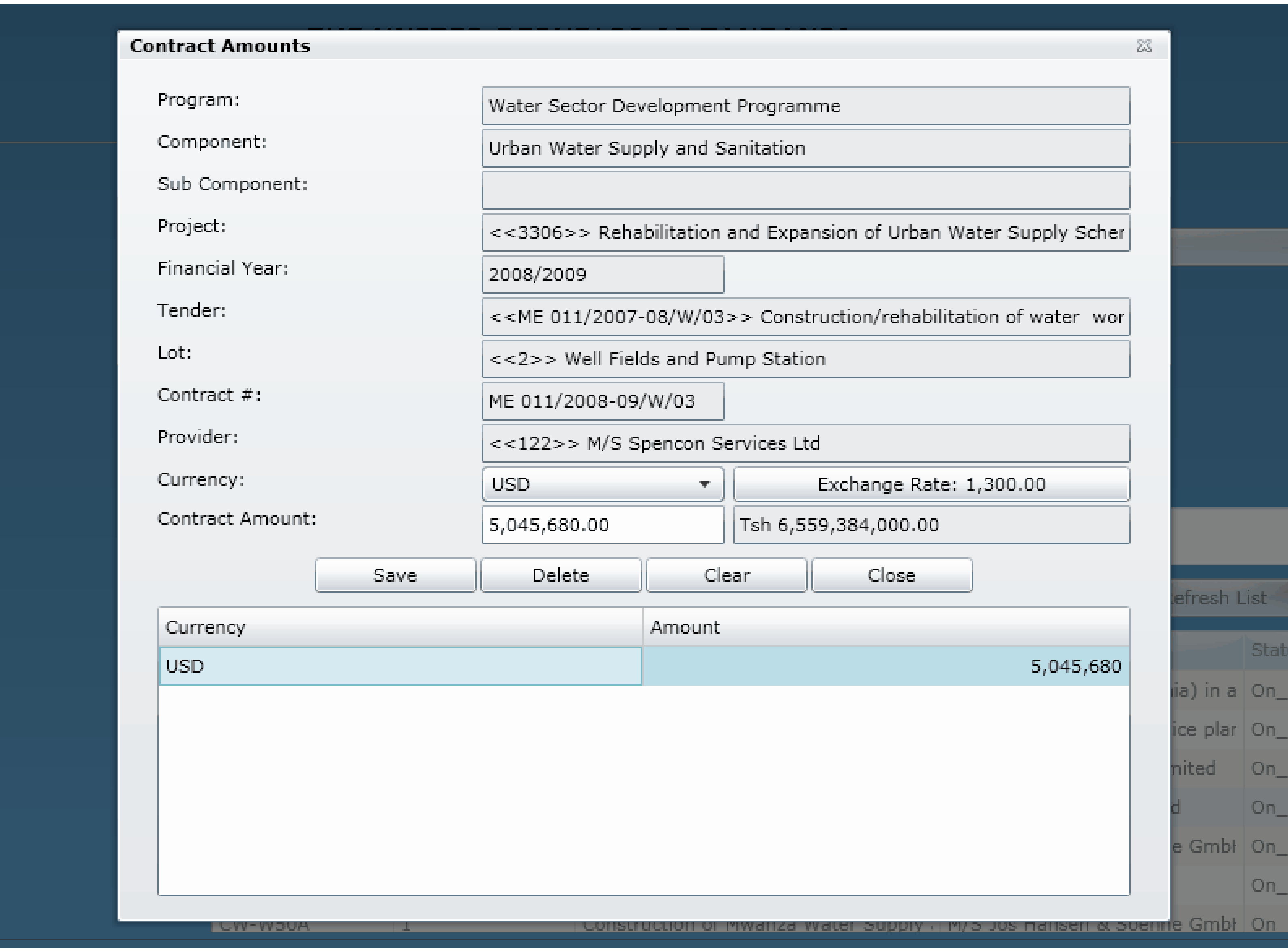
--Contracts--

Program: Water Sector Development Programme
Component: Water Resource Management
Sub Component:
Project: <<3435>> Water Quality and Ecosystem Management
Financial Year: 2009/2010
Tender: <<ME-011/2008-09/G/11>> Supply of Laboratory Equipment and instruments fo
Lot: <<9>> Supply of Kjedahl Digestion System, High Precision Liquid Chromatograph
Contract #: ME-011/2008-09/G/11
Donor Contract #: 1299439
Provider: <<94>> M/S Agmin Italy
No Objection Date: 08/02/2010
Sign Date: 28/05/2010
Commencement Date: 28/05/2010
Expiry Date: 28/05/2011
Extension Date: <dd/MM/y
Duration (Weeks): 56
Remarks: On-progress

Contract Registration

To add contract amount :-
- Select tender

- Click the tab with "Amounts for selected contract"
- Select contract currency
- Add contract amount (you can add more than one currency for one contract)
- Click save to register contract amount



Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3306>> Rehabilitation and Expansion of Urban Water Supply Scher
Financial Year: 2008/2009
Tender: <<ME 011/2007-08/W/03>> Construction/rehabilitation of water wor
Lot: <<2>> Well Fields and Pump Station
Contract #: ME 011/2008-09/W/03
Provider: <<122>> M/S Spencon Services Ltd
Currency: USD — Exchange Rate: 1,300.00
Contract Amount: 5,045,680.00 — Tsh 6,559,384,000.00

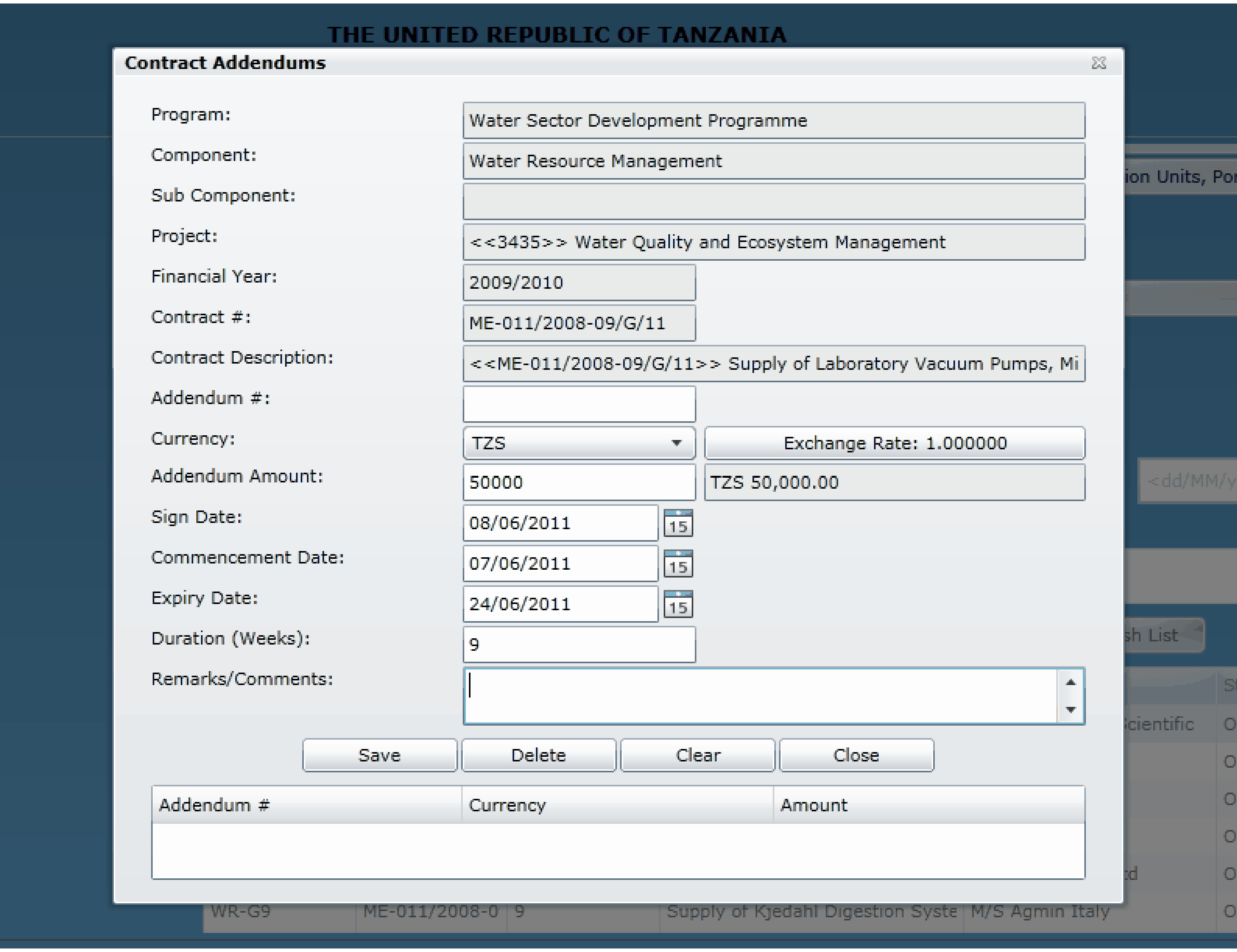
Currency	Amount
USD	5,045,680

Contract Amount

To Add Addendum/Variations:-

- Select Contract from the List
- Select Addendum tab and Addendum window will pop up
- Add Addendum Variations Details

- Click Save to Register addendum/Variations



Contract Addendums

Program: Water Sector Development Programme
Component: Water Resource Management
Sub Component:
Project: <<3435>> Water Quality and Ecosystem Management
Financial Year: 2009/2010
Contract #: ME-011/2008-09/G/11
Contract Description: <<ME-011/2008-09/G/11>> Supply of Laboratory Vacuum Pumps, Mi
Addendum #:
Currency: TZS
Exchange Rate: 1.000000
Addendum Amount: 50000
TZS 50,000.00
Sign Date: 08/06/2011
Commencement Date: 07/06/2011
Expiry Date: 24/06/2011
Duration (Weeks): 9
Remarks/Comments:

Addendum #	Currency	Amount

Contract Addendum/Variations

Contract Phases

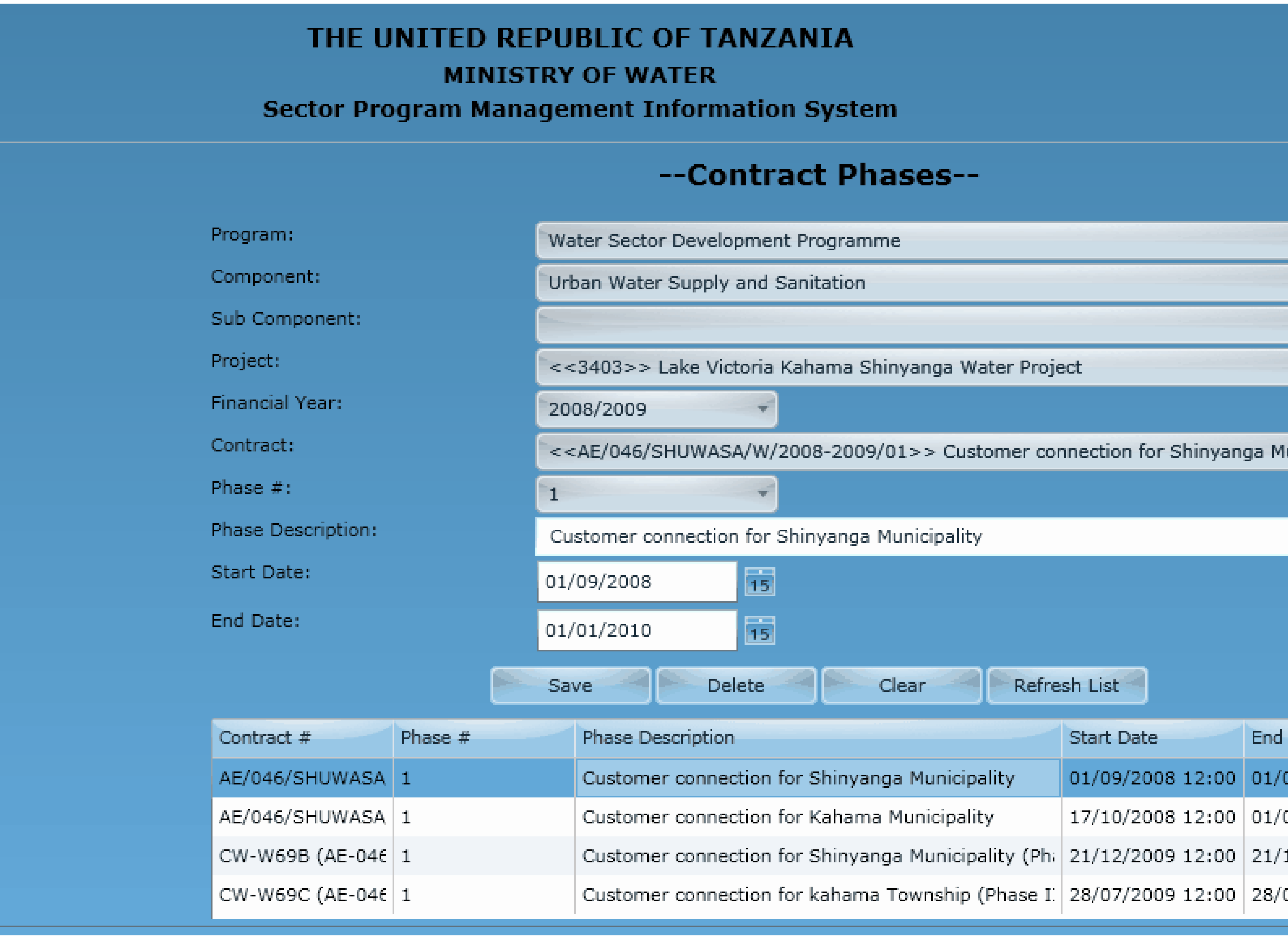
Contract phases,this defines the contract phases for the implementation of a contract.

To register contract phases go to:-

>>Planning and Budgeting >> Contract Phases

- Select all the required parameters

- Select Phase number
- Add phase description
- Set the dates for start and end date
- Click Save to Register phases

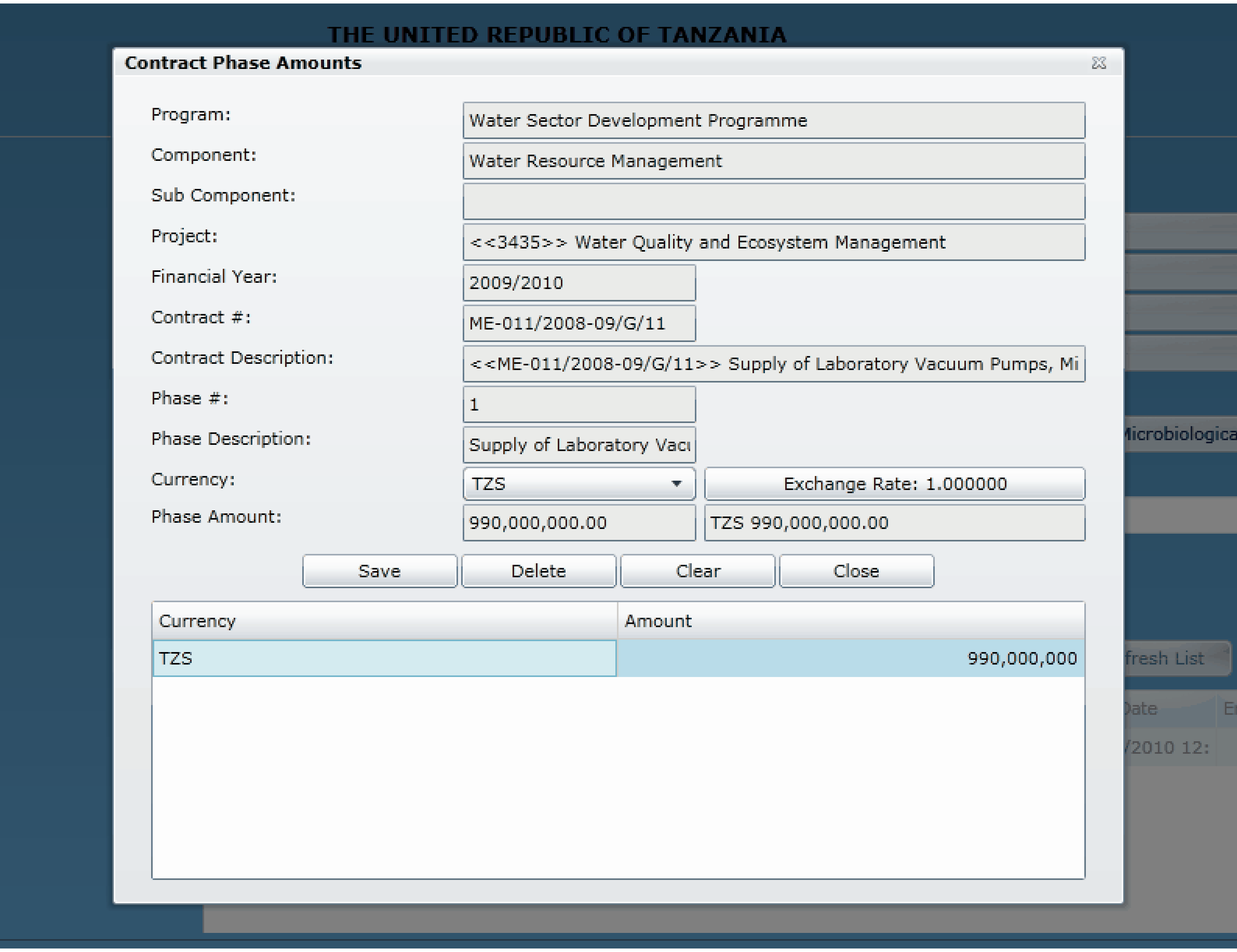

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Contract Phases--

Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3403>> Lake Victoria Kahama Shinyanga Water Project
Financial Year: 2008/2009
Contract: <<AE/046/SHUWASA/W/2008-2009/01>> Customer connection for Shinyanga M
Phase #: 1
Phase Description: Customer connection for Shinyanga Municipality
Start Date: 01/09/2008
End Date: 01/01/2010

Contract #	Phase #	Phase Description	Start Date	End
AE/046/SHUWASA	1	Customer connection for Shinyanga Municipality	01/09/2008 12:00	01/0
AE/046/SHUWASA	1	Customer connection for Kahama Municipality	17/10/2008 12:00	01/0
CW-W69B (AE-046	1	Customer connection for Shinyanga Municipality (Ph	21/12/2009 12:00	21/1
CW-W69C (AE-046	1	Customer connection for kahama Township (Phase I	28/07/2009 12:00	28/0

Registration of Contract Phases



Contract Phase Amounts

Program: Water Sector Development Programme

Component: Water Resource Management

Sub Component:

Project: <<3435>> Water Quality and Ecosystem Management

Financial Year: 2009/2010

Contract #: ME-011/2008-09/G/11

Contract Description: <<ME-011/2008-09/G/11>> Supply of Laboratory Vacuum Pumps, Mi

Phase #: 1

Phase Description: Supply of Laboratory Vacı

Currency: TZS

Exchange Rate: 1.000000

Phase Amount: 990,000,000.00

TZS 990,000,000.00

Currency	Amount
TZS	990,000,000

Contract Phase Amount

Contract payment schedule

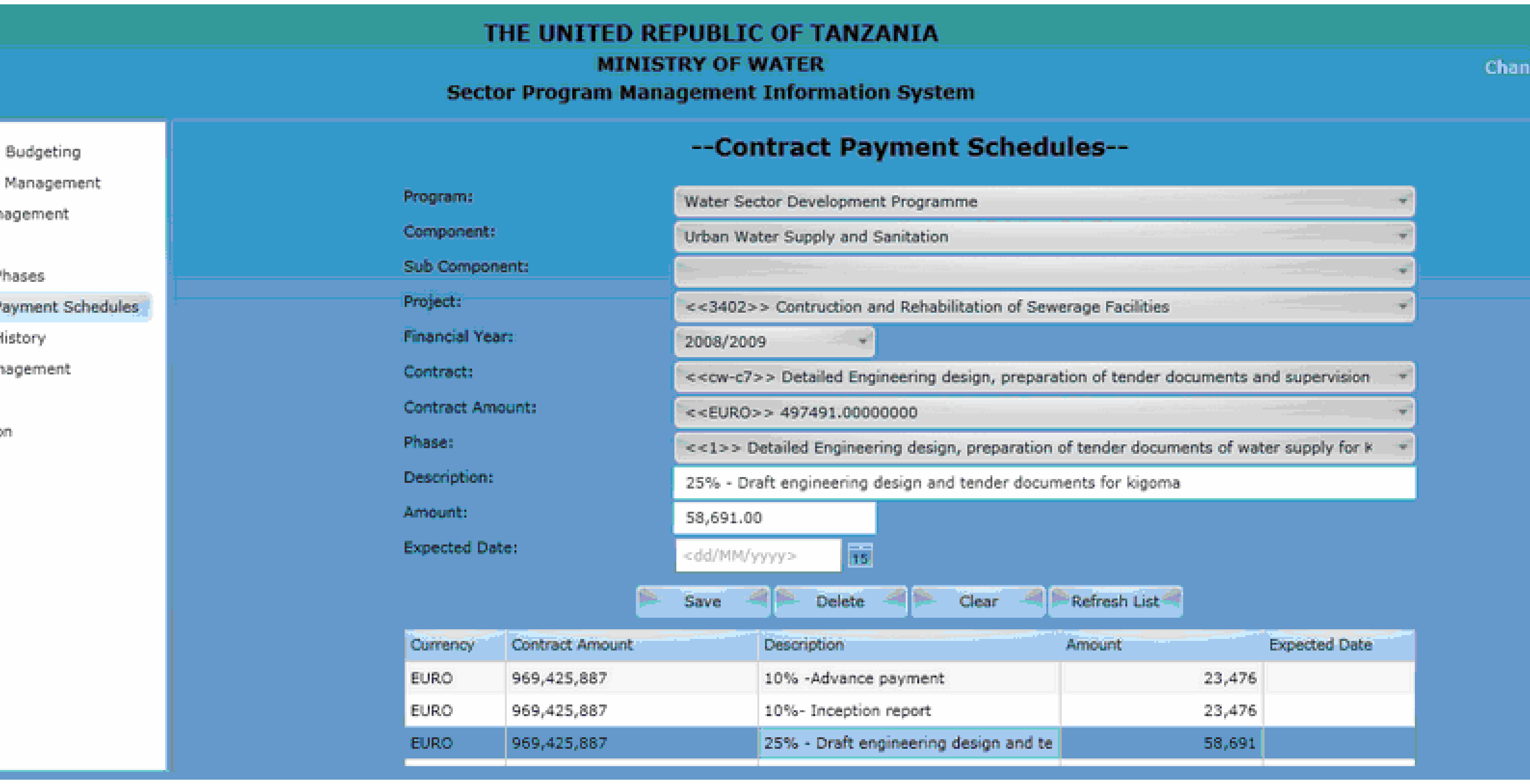
Contract payment schedules,this defines the schedule of paying contracts phases

To define contract phase go to:-

>>Planning and Budgeting >> Contract payment schedule

- Select all required parameters i.e. Program,component,project,financial year,contract,contract amount and contract phase
- Add description

- Add scheduled Amount and
- Expected payment date
- Click Save to Register Contract Payment Schedule


THE UNITED REPUBLIC OF TANZANIA
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Sector Program Management Information System
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--Contract Payment Schedules--

Program:	Water Sector Development Programme
Component:	Urban Water Supply and Sanitation
Sub Component:	
Project:	<<3402>> Contruction and Rehabilitation of Sewerage Facilities
Financial Year:	2008/2009
Contract:	<<cw-c7>> Detailed Engineering design, preparation of tender documents and supervision
Contract Amount:	<<EURO>> 497491.00000000
Phase:	<<1>> Detailed Engineering design, preparation of tender documents of water supply for k
Description:	25% - Draft engineering design and tender documents for kigoma
Amount:	58,691.00
Expected Date:	<dd/MM/yyyy>

Currency	Contract Amount	Description	Amount	Expected Date
EURO	969,425,887	10% -Advance payment	23,476	
EURO	969,425,887	10%- Inception report	23,476	
EURO	969,425,887	25% - Draft engineering design and te	58,691	

Contract Payment Schedule

Addendum/Variation Payment Schedule

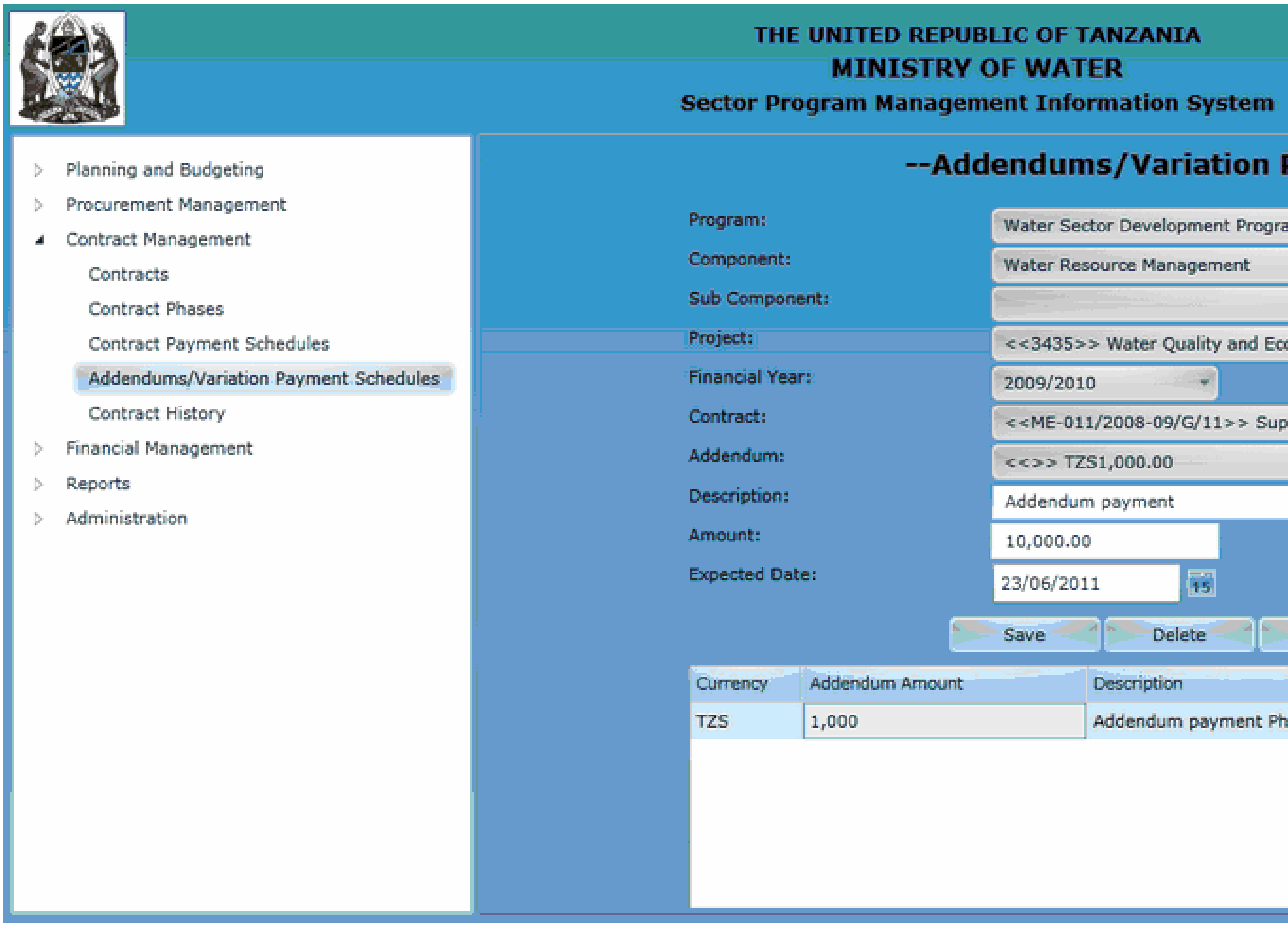
Addendum/Variation Payment schedules,this defines the schedule of paying contracts Addendum/Variations.This will be only possible if contract has addendum/Variation set.

To Addendum/Variation Payment schedules go to:-

>>Planning and Budgeting >> Addendum/Variation payment schedule

- Select all required parameters i.e. Program,component,project,financial year,contract and Addendum/Variation amount
- Add Addendum/Variation Payment Schedule description
- Add Addendum/Variation scheduled Amount and
- Expected payment date

- Click Save to add Addendum/Variation Payment schedule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Addendums/Variation Payment Schedules
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--Addendums/Variation
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Program: Water Sector Development Progra
Component: Water Resource Management
Sub Component:
Project: <<3435>> Water Quality and Ec
Financial Year: 2009/2010
Contract: <<ME-011/2008-09/G/11>> Sup
Addendum: <<>> TZS1,000.00
Description: Addendum payment
Amount: 10,000.00
Expected Date: 23/06/2011

Currency	Addendum Amount	Description
TZS	1,000	Addendum payment Ph

Addedndum/Variation Payment Schedu

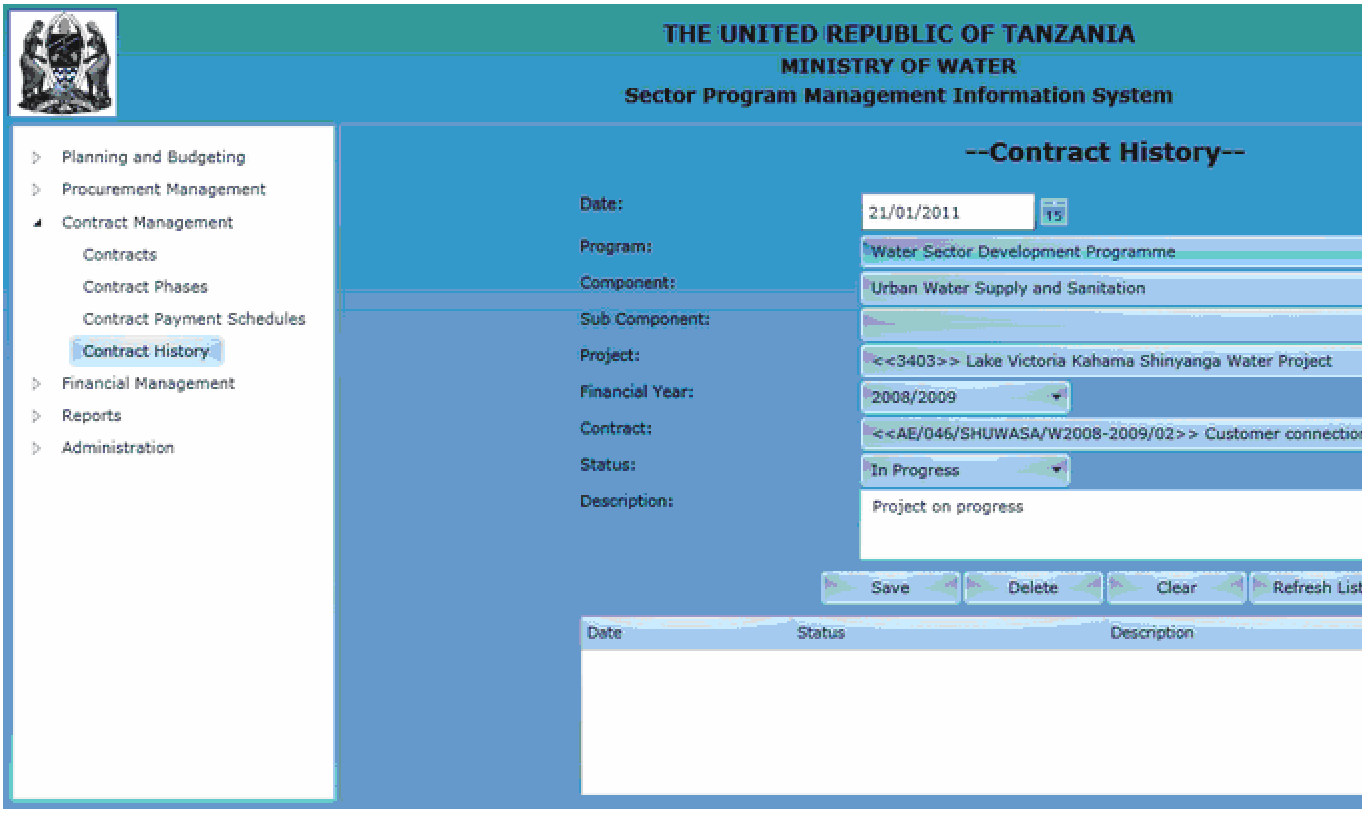
Contract history/Progress

Contract history/Progress,this register progress of the contract and set status i.e. New,in progress,completed or terminated contract.

To add contract progress report go to :

>>Planning and Budgeting >> Contract payment schedule

- Select all required parameters
- Select Status i.e. New,In Progress,Completed or Terminated contract
- Add description of the status
- Click Save to register


Planning and Budgeting
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THE UNITED REPUBLIC OF TANZANIA
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Sector Program Management Information System

--Contract History--

Date: 21/01/2011
Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3403>> Lake Victoria Kahama Shinyanga Water Project
Financial Year: 2008/2009
Contract: <<AE/046/SHUWASA/W2008-2009/02>> Customer connectio
Status: In Progress
Description: Project on progress

Contract history

Financial Management

Financial Management,this manage all process involving expenditures and fund receipts,allocations etc.

This modules includes:-

- Program Funds Release
- Component Fund Release
- Contract Expenditure
- Non Contract Expenditure
- Addendum/Variations

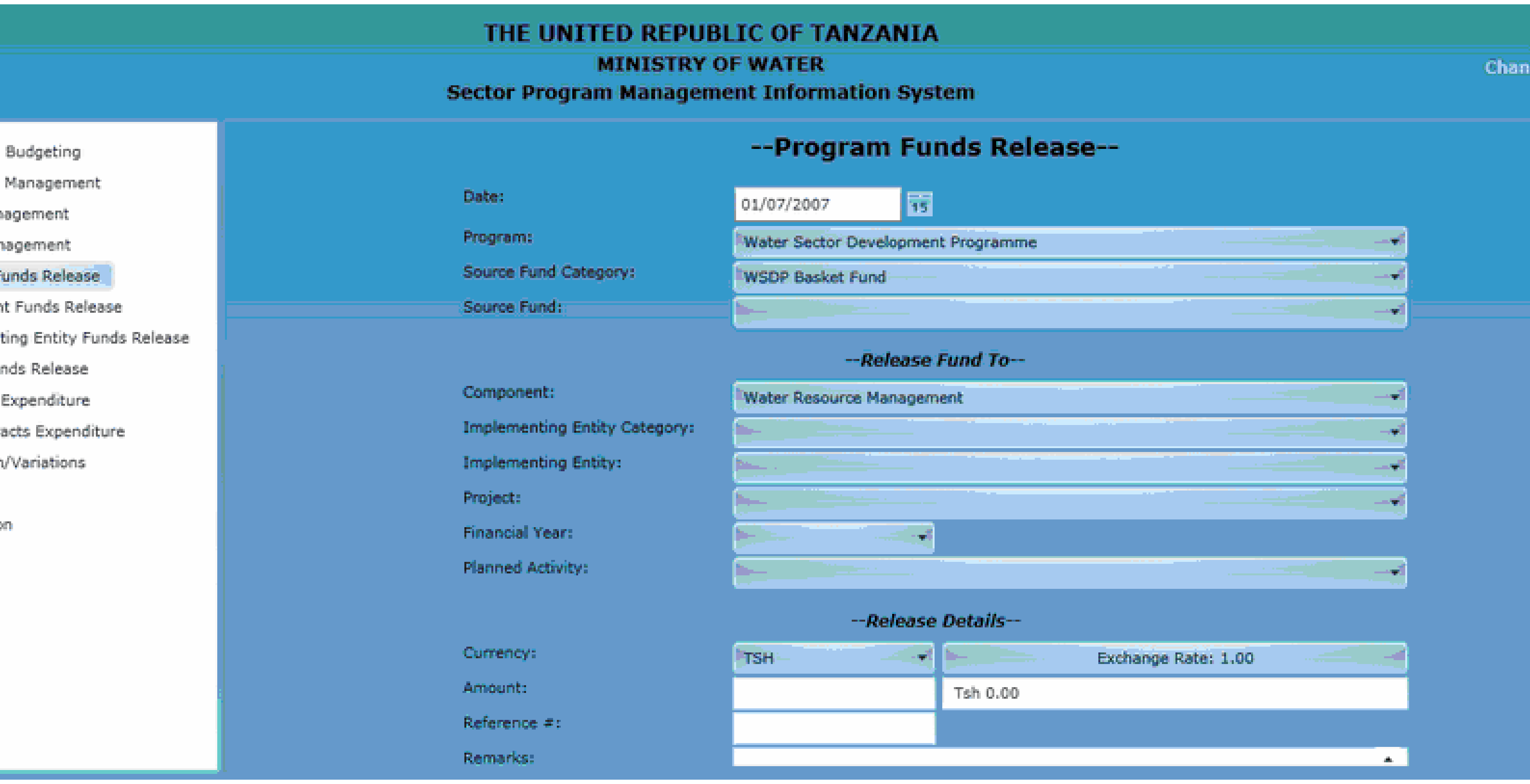
Program Funds Release

Program fund release (allocations of fund), this receives fund from program holding account (exchequers) and release at component level up to planned activity in a financial year.This depend where you end up to release to,if fund is received to component level then end at component.

To register fund received go to :

>> [Financial Management](#) >>[Program Fund Release](#)

- Select all required parameters i.e. Program,source fund category,source fund etc
- Select Release fund to i.e. Component up to where you want to end up.
- Select Currency
- Add Amount,
- Add reference # (this can be Exchequer No,or PV No,cheque No)
- Add Remarks if any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THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER
Sector Program Management Information System

--Program Funds Release--

Date: 01/07/2007
Program: Water Sector Development Programme
Source Fund Category: WSDP Basket Fund
Source Fund:

--Release Fund To--

Component: Water Resource Management
Implementing Entity Category:
Implementing Entity:
Project:
Financial Year:
Planned Activity:

--Release Details--

Currency: TSH Exchange Rate: 1.00
Amount: Tsh 0.00
Reference #:
Remarks:

Component fund release

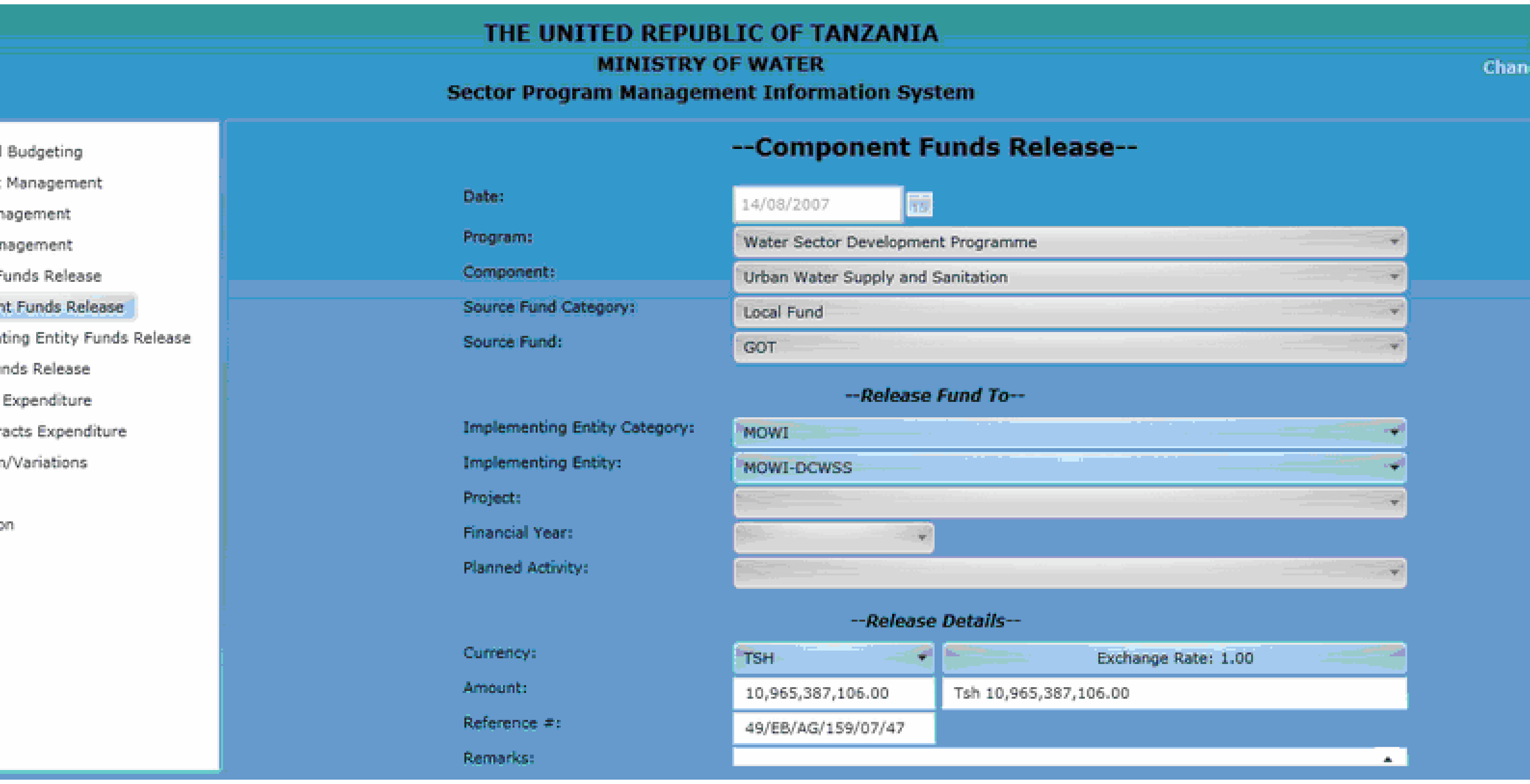
Component Funds Release

Component Fund Release,this release fund received up to level of component ,then component allocate fund to implementing Agency up to the level of planned activity in a financial year.

To add component fund release go to:

>> Financial Management >> Component Funds Release

- Select all required parameters i.e. Program,source fund category,source fund etc
- Select release fund to i.e. component up to where you want to end up.
- Select currency
- Add Amount,
- Add reference # (this can be Exchequer No,or PV No,cheque No)
- Add Remarks if any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THE UNITED REPUBLIC OF TANZANIA
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Sector Program Management Information System

--Component Funds Release--

Date: 14/08/2007
Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Source Fund Category: Local Fund
Source Fund: GOT

--Release Fund To--

Implementing Entity Category: MOWI
Implementing Entity: MOWI-DCWSS
Project:
Financial Year:
Planned Activity:

--Release Details--

Currency: TSH Exchange Rate: 1.00
Amount: 10,965,387,106.00 Tsh 10,965,387,106.00
Reference #: 49/EB/AG/159/07/47
Remarks:

Component Fund Release

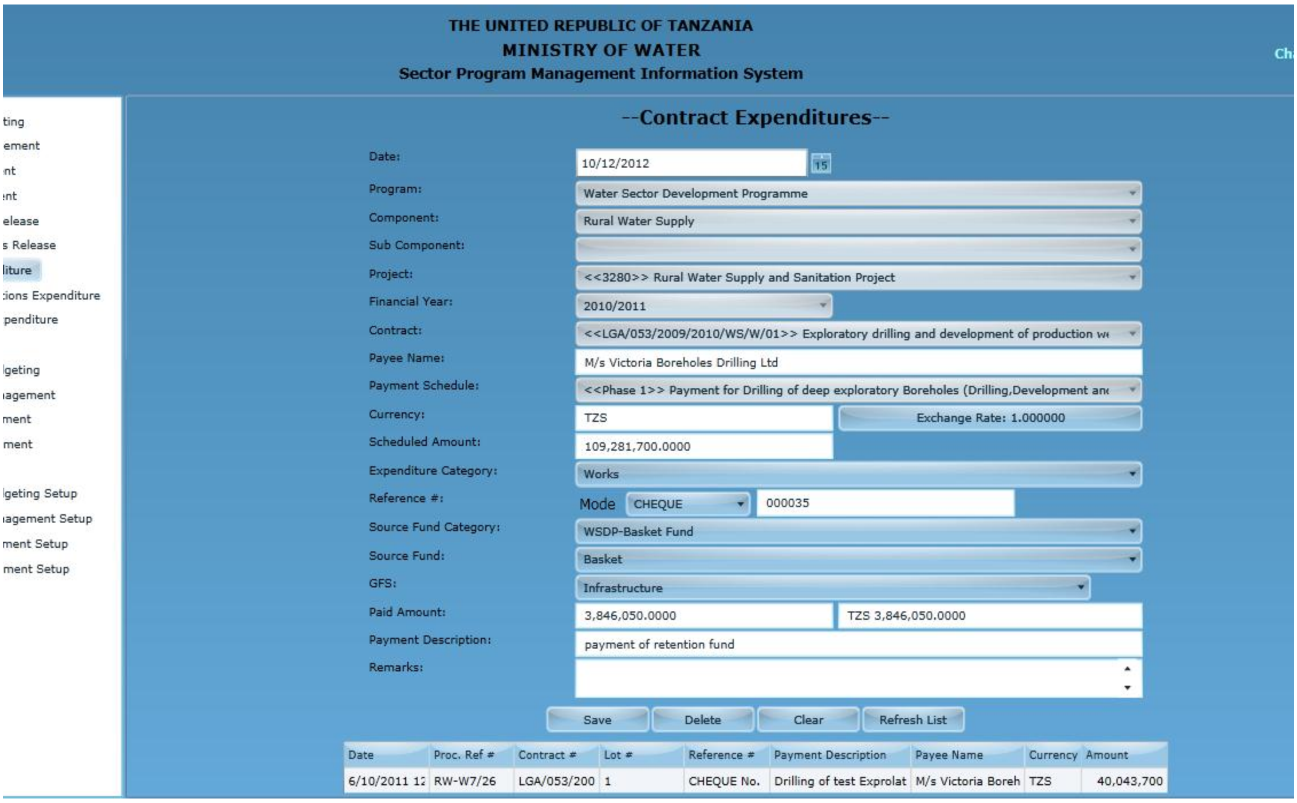
Contracts Expenditure

Contract Expenditure,this records various contract expenditure as per payment schedules,in order add contract expenditure the contract must have payment schedules.

To add contract expenditure go to:

>> Financial management >> Contract expenditure

- Select all required parameters *i.e. program,component,project,Financial year,payment schedule,expenditure category,source fund category and source fund*
- *Add reference # by first selecting the reference Mode (Cheque or TIS)*
- Add amount in contract currency
- Click save to add expenditure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--Contract Expenditures--

Date: 10/12/2012
Program: Water Sector Development Programme
Component: Rural Water Supply
Sub Component:
Project: <<3280>> Rural Water Supply and Sanitation Project
Financial Year: 2010/2011
Contract: <<LGA/053/2009/2010/WS/W/01>> Exploratory drilling and development of production w
Payee Name: M/s Victoria Boreholes Drilling Ltd
Payment Schedule: <<Phase 1>> Payment for Drilling of deep exploratory Boreholes (Drilling,Development an
Currency: TZS Exchange Rate: 1.000000
Scheduled Amount: 109,281,700.0000
Expenditure Category: Works
Reference #: Mode CHEQUE 000035
Source Fund Category: WSDP-Basket Fund
Source Fund: Basket
GFS: Infrastructure
Paid Amount: 3,846,050.0000 TZS 3,846,050.0000
Payment Description: payment of retention fund
Remarks:

Date	Proc. Ref #	Contract #	Lot #	Reference #	Payment Description	Payee Name	Currency	Amount
6/10/2011 12	RW-W7/26	LGA/053/200	1	CHEQUE No.	Drilling of test Exprolat	M/s Victoria Boreh	TZS	40,043,700

Contract Expenditure

Addendum/Variations Expenditure

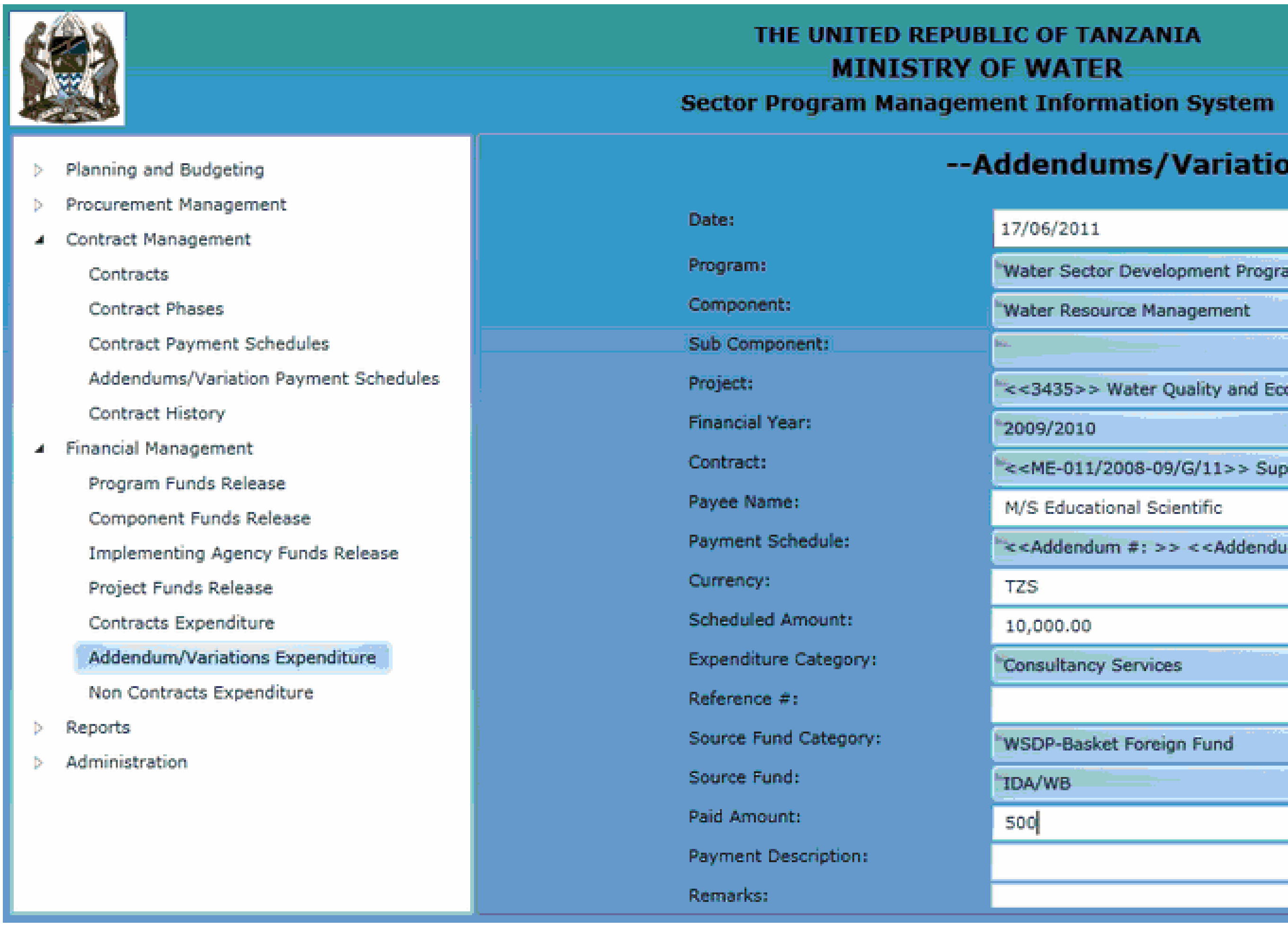
Addendum/Variations expenditure ,this records various Addendum/Variations expenditure as per [Addendum/Variations payment schedules](),in order add Addendum/Variations expenditure the contract must have Addendum/Variations payment schedules.

To add Addendum/Variations expenditure go to:

>> [Financial management]() >> [Addendum/Variations Expenditure]()

- Select all required parameters *i.e. program,component,project,Financial year,Addendum/Variations payment schedule,expenditure* *category,source fund category and source fund*

- *Add reference # by first selecting the reference Mode (Cheque or TIS)*
- Add amount in addendum/variations currency
- Click save to add addendum/variations expenditure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--Addendums/Variatio

Date: 17/06/2011
Program: Water Sector Development Progra
Component: Water Resource Management
Sub Component:
Project: <<3435>> Water Quality and Ec
Financial Year: 2009/2010
Contract: <<ME-011/2008-09/G/11>> Sup
Payee Name: M/S Educational Scientific
Payment Schedule: <<Addendum #: >> <<Addendu
Currency: TZS
Scheduled Amount: 10,000.00
Expenditure Category: Consultancy Services
Reference #:
Source Fund Category: WSDP-Basket Foreign Fund
Source Fund: IDA/WB
Paid Amount: 500
Payment Description:
Remarks:

Addendum/Variations Expenditure

Non Contracts Expenditure

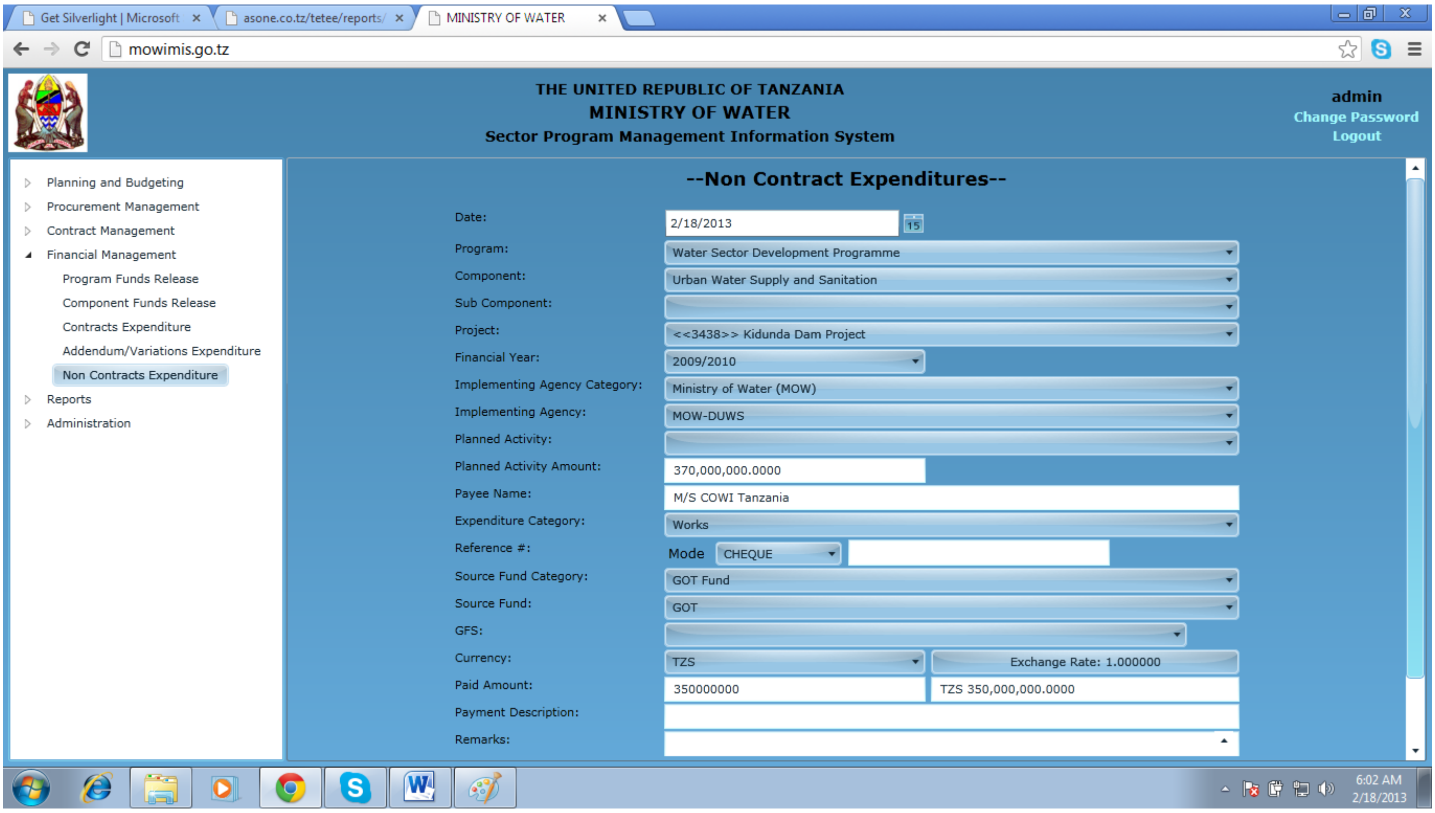
Non Contract Expenditure: This registers all expenditure which are not via contract but should be related to planned activity with a financial year.

To register non contract go to:

>> [Financial management](#) >> [Non contract expenditure](#)

- Select all required parameters *i.e. program,component,project,financial year,implementing Agency category,implementing Agency,planned activity,expenditure category,source fund category and source fund*

- Add payee name
- Reference #(by first selecting the reference Mode Cheque or TIS)
- Add amount
- Add Payment description and Remarks if any
- Click save to add expenditure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MINISTRY OF WATER
Sector Program Management Information System

--Non Contract Expenditures--

Date: 2/18/2013
Program: Water Sector Development Programme
Component: Urban Water Supply and Sanitation
Sub Component:
Project: <<3438>> Kidunda Dam Project
Financial Year: 2009/2010
Implementing Agency Category: Ministry of Water (MOW)
Implementing Agency: MOW-DUWS
Planned Activity:
Planned Activity Amount: 370,000,000.0000
Payee Name: M/S COWI Tanzania
Expenditure Category: Works
Reference #: Mode CHEQUE
Source Fund Category: GOT Fund
Source Fund: GOT
GFS:
Currency: TZS Exchange Rate: 1.000000
Paid Amount: 350000000 TZS 350,000,000.0000
Payment Description:
Remarks:

Non Contract Expenditure

Reports

Reports modules is grouped as per major modules i.e.

- Planning and Budgeting
- Procurement management
- Contract Management
- Financial Management

To generate any reports

- Click the arrow reports to expand the reports contents
- Click the arrow of the report content to select a specific report
- Click the Report of your choice and
- Fill the Required Parameters and
- Click view to generate a report .(Note that, the report is generated in default view, to save in *MS Word, excel or pd*f click the save (export) Button on top menu)

Planning and Budgeting

Planning and Budgeting Reports includes:

- Project Count Report
- Component Budget Report
- Project Budget
- etc

Procurement Management

Procurement Management Reports includes:

- Procurement Plan Summary
- Procurement Plans Details
- etc

Contract Management

Contract Management Reports includes:

- Contract Summary
- Contract Listing
- etc

Financial Management

Financial Management Reports includes:

- Disbursement performance
- Component Fund allocation Vs Expenditure
- Etc.

>>Interim Financial Reports (IFR)

- Uses of Funds by Component
- Expenditure by contract subject to post Review
- Expenditure by contract subject to prior review
- etc