



TANZANIA WILDLIFE MANAGEMENT AUTHORITY



GUIDELINES FOR THE ALLOCATION OF HUNTING BLOCKS THROUGH AUCTIONING

(Made under section 38 (11) of the Wildlife Conservation Act, Cap. 283)

April 2018

1. BACKGROUND

The mandate to determine the modalities of allocating hunting blocks in Tanzania is prescribed under the Part VII of the Wildlife Conservation Act, Cap. 283 (hereinafter referred to as the Act). Section 38 empowers the Minister upon obtaining advice from the Hunting Block Allocation Advisory Committee (HBAAC) to allocate hunting blocks to successful applicants provided that the modality used is in line with principles of good governance. Section 38 (11) of the Wildlife Conservation Act, Cap. 283 provides as follows:

“The Minister shall ensure that any modality or system used in allocation of hunting blocks is transparent and is inline with the principles of good governance.”

The Act puts preconditions before the Minister can adopt a particular system or modality for the allocation of hunting blocks. One of the pre-conditions is to obtain advice from the HBAAC, this is in line with section 38(5) (b) and (c) which provides as follows:

“38(5)- The Hunting Block Allocation Advisory Committee shall:

- (a)*
- (b) review and provide advice on any standard, guidelines and regulations relating to the issuance of hunting blocks and any matters related to hunting blocks;*
- (c) advising the Minister on matters relating to applications, conditions, issuance and criteria of allocating hunting blocks;”*

The modality that has so far been used in allocation of hunting blocks has been for the HBAAC to receive and deliberate applications for allocation administratively, and to advise the Minister accordingly. In addition, this system provides for pre-determined hunting block fees through the Regulations. Overall, this modality is less transparent hence not inline with the principles of good governance.

Good practices worldwide (including those adopted by SADC countries -Botswana, Zambia and Zimbabwe) in allocating hunting blocks have been tendering or auctioning. These are considered to transparently respond to market forces. In Tanzania, as said above, hunting block fees are set arbitrarily on the basis of perceived criteria, which takes into account the biological, physical and infrastructural parameters.

Therefore, in October 2017, the Government decided to diversify the modalities of allocating hunting blocks by adopting an e-auctioning system. This decision intends to not only enhance good governance but also to optimize social-economic potential of the hunting industry.

In order to ensure a smooth application of e-auctioning system these Guidelines have been developed.

2. THE PROCEDURE FOR E-AUCTION OF HUNTING BLOCKS

The Guidelines provide for e- procedures (see Figure 1) for application, criteria for assessing applications, closure of auction and issuance of a Hunting Block Allocation Certificate.

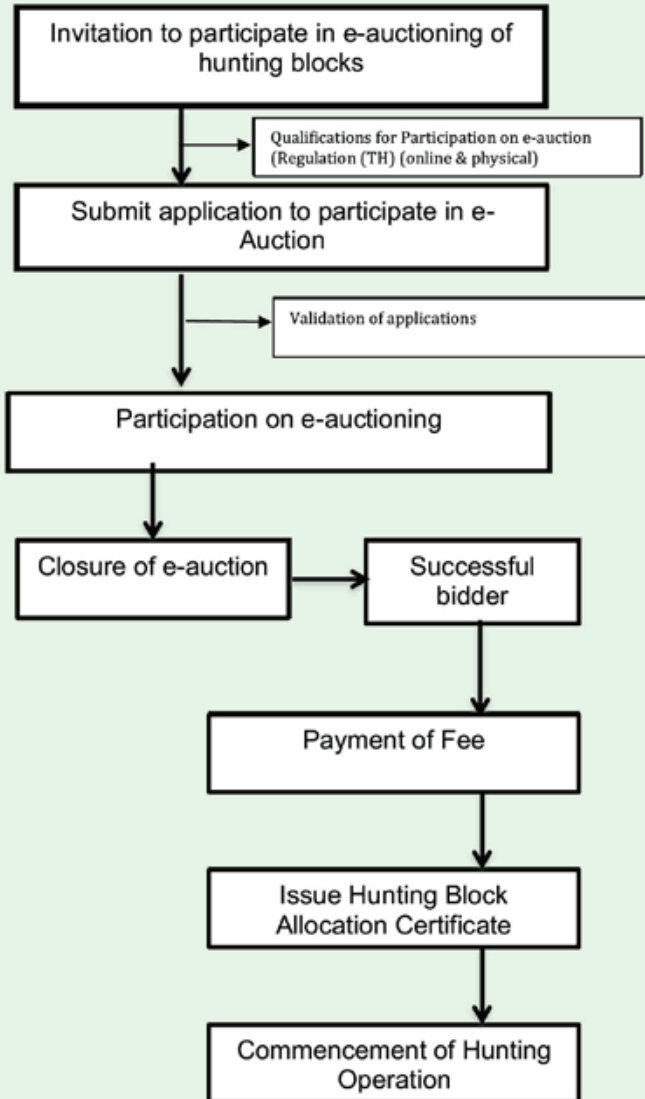


Figure 1: Procedure for e-auctioning of hunting blocks

1.1 INVITATION TO PARTICIPATE IN E-AUCTIONING

The Tanzania Wildlife Management Authority (TAWA) (hereinafter referred to as the Authority) shall invite applicants to participate in the e-auction by publishing particulars of the hunting block together with qualifications of eligible applicants. The qualifications shall be as prescribed in *Annex I*.

Hunting companies shall be required to provide correct information which shall include accepting the terms and conditions of e-auction use and confirmation of awareness of disclaimer and privacy policy during application. Applications to participate in e-auction shall be done through a centralized system (**MNRT portal**) within a given period. Upon completion of the application period, the Authority will conduct a due-diligence of the information submitted.

Hunting companies intending to participate in e-auction shall complete an online application form (*Annex II*). Upon successful completion of the application, the applicant shall be notified via email and text message (*sms*) and be issued with a government bill to pay the relevant application fees. Only applicants who have paid the application fees shall be eligible for bidding.

Hunting companies shall be required to observe the following during application:

- i. If any applicant provides information which is incorrect or false in material facts appropriate action shall be taken in accordance with relevant laws.
- ii. The Authority may prepare validation procedures, which may require furnishing of original hard copy credentials in case where reliable verification process cannot be completed online.
- iii. Applicants shall be required to pay a non-refundable hunting block application fee as follows:
 - Category I hunting block, US\$ 5,000.00;
 - Category II hunting block, US\$ 2,000.00;
 - Category III hunting block US\$ 1,000.00
- iv. Information provided in the application form shall be assessed electronically; only successful applicants will be allowed to participate in the auction vide MNRT portal.

1.2 PARTICIPATION ON E-AUCTIONING

Successful applicants will participate in e-auction of hunting blocks which shall be conducted within 7 days for each hunting block. During the auctioning bidder shall observe the following;

- i. Pre-auction meeting and clarifications, including online conferencing and chat facilities shall not function once an e-auction begins.
- ii. The Authority shall provide IT support when necessary during the auctioning.
- iii. Bidders will use their username and password to access the MNRT portal and bid according to information specified in the invitation.
- iv. Auction will be conducted electronically without human intervention; bids shall be anonymous and automatically ranked by the system. Identities of bidders shall not be disclosed or identified by any party during any phase of the auction.
- v. An e-auction award shall be based solely on ranking of bids; such that the hunting block shall be allocated to the highest bidder.

Bidders shall:

- i. place a bid based on the category of the hunting block.
- ii. bid as many times as possible.
- iii. automatically view all bid prices as they occur.
- iv. not provide any additional information or clarification related to the auction that may distort competition; and where it is necessary to provide information or clarification, such information shall be made available by the Authority.
- v. be responsible for maintaining the confidentiality of all particulars associated with their accounts and shall be fully responsible for all activities pertaining to use of their account particulars in the auctioning portal.
- vi. not withdraw bid(s) after the completion of bidding process.
- vii. be notified of the auction outcome via email and text messages (sms).

The highest bidder shall be billed and required to pay 25% of his bid price within 12 working hours after closure of the auction. Payment of the remaining 75% shall be done within 14 days from the date of the closure of auctioning failure of which will lead to cancellation of the offer and forfeiture of the 25% of the fee paid.

1.3 CLOSURE OF E-AUCTION

The e-auctioning of hunting blocks will be conducted several times depending on the availability of vacant blocks. The auction shall be closed in accordance with the time and date as indicated in these Guidelines.

Results of the e-auctions shall immediately be communicated/published online, together with the name of successful bidder and the bid price. There shall be no any negotiation during or after the e-auction process regarding the winning bid price.

1.4 HUNTING BLOCK ALLOCATION CERTIFICATE

The Minister shall issue a Hunting Block Allocation Certificate to successful bidders after fulfilling the following conditions:

- I. Paying the fully bidding price (100%) reached and agreed by the authority;
- II. Paying all outstanding government dues in relation to tourist hunting activities in case of the operating companies;
- III. Submission of the Business plan;
- IV. For new hunting operators, where deemed necessary verification of information provided during registration and application phase;
- V. Proof of having a suitable office premises for carrying on the hunting business; and
- VI. Proof of having a fleet of not less than two 4WD pick up vehicles in good running condition, registered under the company's name and inspected by relevant authority.

QUALIFICATIONS FOR PARTICIPATION IN E-AUCTION

1.1 Online qualifications

Each applicant company shall have the following:

- 1.1.1 A copy of certificate of incorporation
- 1.1.2 Tin certificate/Value Added Tax registration number
- 1.1.3 At least twenty five percent of the subscribed shares are owned by the citizens of the United Republic of Tanzania

1.2 Physical qualifications

- (a) A fully Tanzanian owned hunting company must have the following:
- i. a suitable office premises for carrying on the hunting business
 - ii. a fleet of not less than two 4WD pick up vehicles in good running condition, registered under the company's name and inspected by relevant authority;
 - iii. reliable communication facilities;
 - iv. At least six tents;
 - v. Two refrigerators and two freezers;
 - vi. Beds and other necessary furniture;

In lieu of the above equipment, applicant company may produce a Bank Bond or guarantee to the tune of at least USD 300,000.00 as a commitment for the purchase of the equipment within three months after allocation of the hunting block.

- (b) a foreign owned hunting company or a company that is not fully owned by Tanzanian citizen(s) shall have the following:
- i. suitable office premises for carrying on the hunting business;
 - ii. a fleet of not less than five 4WD pick up vehicles in good running condition, registered under the company's name and inspected by relevant authority;
 - iii. reliable communication facilities
 - iv. At least twelve tents;
 - v. five refrigerators and five freezers
 - vi. beds

TANZANIA WILDLIFE MANAGEMENT AUTHORITY



(Made under regulation 8(6) and regulation 16(2) of the Wildlife Conservation (Tourist Hunting) Regulations, 2015

ONLINE APPLICATION FORM TO PARTICIPATE IN E- AUCTION OF HUNTING BLOCKS

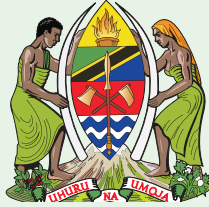
SN	ITEMS		
1	Name of a company		
2	Registration Number		
3	TALA Licence Number (for existing hunting companies)		
4	Physical Address of a Company		
5	Postal Address		
6	Telephone Number		
7	Fax Number		
8	E-mail:		
9	Website:		
10	Exact location of any other premises		
11	Full names of proprietor(s) or shareholder(s) of the Company and their percentage of shares		
	Name	Nationality	% of Shares
	a)		
	b)		
	c)		
	d)		
	e)		
12	Full names of Directors of the Company and their Profession		

	Name	Profession
13	Indicate your source and relative volume of clients	
14	List down details of vehicles you have or intend to purchase	
15	Name, experience and nationality of all employed Professional Hunters	
	Name of PH	Nationality
		Years of experience
	a)	
	b)	
	c)	
	d)	
	e)	
16	Name and category of hunting block intending to bid (Maximum Five Blocks)	
	Block Name	Category
	1)	
	2)	
	3)	
	4)	
	5)	
17	Declaration of commitment to pay 25% of the fee within 12 working hours after securing the highest bid and 75% within 14 days	
	List of Referees and their contacts (physical address, mobile number and email address)	
	1	
	2	
	3	

DECLARATION:

I hereby declare that the above statements are true in every respect and this company will respect and obey the Wildlife Laws of Tanzania.

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF NATURAL RESOURCES AND TOURISM

WILDLIFE CONSERVATION ACT,
(CAP 283)

HUNTING BLOCK ALLOCATION CERTIFICATE

Place of Issue:.....
Date of Issue:.....
Date of expiry (subject to compliance with the Wildlife Conservation Act, Cap. 283 and its Regulations).....
Issued to:.....
Name of company and address:.....

Boundary description of the hunting block:
.....

Special conditions attached to the allocation:

- a) adhere to the provisions of the Wildlife Conservation Act, Cap. 283;
- b) comply with the provisions of the Wildlife Conservation (Tourist Hunting) Regulations with regard to operation of hunting activities;
- c) to pay the hunting block fees annually equivalent to his annual bid price;
- d) to timely pay all other fees and contributions relating to tourist hunting activities as prescribed under the law;
- e) to support and conduct anti- poaching operations or any other activities that contribute to conservation of wildlife;
- f) the Minister may cancel the allocation of the hunting block upon occurrence of any of the events specified under section 38(12) of the Wildlife Conservation Act, Cap. 283 or the Wildlife Conservation (Tourist Hunting) Regulations;

Given this _____ day of _____, 2018

Minister for Natural Resources and Tourism

TANZANIA WILDLIFE MANAGEMENT AUTHORITY



INVITATION TO PARTICIPATE IN E-AUCTIONING

(Made under regulation 8 of the Wildlife Conservation (Tourist Hunting) Regulations, 2015)

Tanzania Wildlife Management Authority invites applications from qualified applicants for the allocation of Tourist Hunting Blocks through auctioning. Currently, there are ... vacant hunting Blocks available within Game Reserves (GRs), Game Controlled Areas (GCAs) and Open Areas (OAs). whereas any eligible hunting company can only be allocated up to five (5) hunting blocks of which shall be of different categories.

1 QUALIFICATIONS FOR ALLOCATION OF HUNTING BLOCK (S)

According to the Wildlife Conservation Cap. 283, no person shall be considered for allocation of a hunting block unless:

- (a) He has a company registered with the Registrar of Companies within Tanzania intending to engage in hunting of animals;
- (b) At least one of the Directors has five (5) years' experience in Wildlife based business and Conservation in Tanzania; and
- (c) The company meets requirements of Section 39(3)(a) of the Wildlife Conservation Act,

2 TENURE OF OWNERSHIP OF HUNTING BLOCKS

The tenure of ownership of each hunting block shall be 5 years subject to annual performance review of the hunting company. Should the proposed review of the Wildlife Conservation Act No. 5 of 2009 being approved by the parliament; the tenure of ownership of the hunting blocks shall conform to the changes in the Act.

3 MODE OF APPLICATION AND INSTRUCTIONS

- a) Applicants will complete registration online at <http://portal.mnrt.go.tz>. through the appropriate form provided. After successful registration an applicant will be assigned an auto generated username and password sent via their registered e-mail addresses to enable them to access e-auction portal.

- b) Applicants will select hunting blocks they intend to bid, which will automatically generate an e-invoice for the applicant to pay a non- refundable application fee based on the block category being applied for (see table below).

Application fees as per categories of hunting blocks

S/N	Category of Hunting Block	Fees in USD
1	I	5,000
2	II	2,000
3	III	1,000

- a) A successful applicant will participate in e-auctioning of hunting blocks, which will be open for a period of seven consecutive days.
- b) A bidder will remain anonymous.
- c) A bidder will use his/her username and password to access the bidding dashboard and bid according to information specified on the bidding interface.
- d) Bids will be automatically ranked and the contents of which will be encrypted.

Bidders will:

- i. assign a fee and compete on only pre-selected hunting block(s).
- ii. log in the e-auction system more than once to bid;
- iii. be notified automatically on new bids as they are placed, together with their corresponding prices, so that they will be able to track their rankings in the course of bidding.
- e) Identities of bidders shall not be disclosed by any party during any phase of the auction.
- f) All invalid bids submitted shall be rejected with a message explaining reasons for a rejection.
- g) Bidders shall not provide any additional information or clarification related to the auction that may distort competition; and where it is necessary, such information shall be availed by the Authority.
- h) Users shall be responsible for maintaining the confidentiality of all particulars associated with their accounts.
- i) An e-auction award shall be based solely on ranking of prices; such that the allocation is awarded to the highest successful bidder.
- j) No bid may be withdrawn after the completion of bidding process.
- k) Bidder will only be allowed to increase their bidding prices during the auction.
- l) A successful bidder shall pay 25% of the highest price reached within 12 working hours after closure of the auctioning.
- m) The remaining 75% shall be paid within 14 days from the date of the closure of auctioning failure of which will lead to cancellation of the offer and forfeiture of the 25% of the fee paid.

NOTE:

Only successful bidder will be issued with a Hunting Block Allocation Certificate by the Minister.

Should you need any information or clarification, please do not hesitate to contact or visit the following offices:

1. Director General

Tanzania Wildlife Management Authority

Dar es Salaam Road-Kingolwira Area

TAFORI-Building

P.O.BOX 2658

Morogoro

Tel: +255 23-293424

E-mail: cc@tawa.go.tz

2. Sustainable Wildlife Utilization Office - Arusha

P.O. Box 1541

ARUSHA

Tel: +255 27 254 8750

Mob: 0684 346340 & 0769 746046

E-mail: tourismservices@tawa.go.tz

3. Sustainable Wildlife Utilization Office – Dar es Salaam

Mpingo House

P. O. Box 25295

DAR ES SALAAM



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