



UNITED REPUBLIC OF TANZANIA  
MINISTRY OF WORKS  
**ENGINEERS REGISTRATION BOARD**

P.O.BOX 2768 Dodoma Telephone: +255 22 2122836  
Email: registrar@erb.go.tz / info@erb.go.tz Website: www.erb.go.tz



ISO 9001:2015 Certified

***REQUIREMENTS FOR REGISTRATION  
AS AN  
INDEPENDENT CONSULTING ENGINEER***

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1. Dully filled application form;
2. In case where the applicant is a Consulting Engineer (at least 3yrs) with existing firm, shall submit Resolution from the firm allowing the Consulting Engineer to practice as independent;
3. Attach Academic and Professional Certificates;
4. Attach detailed Curriculum Vitae as per ERB guidelines on 15 yrs post registration experience;
5. Submit documentary evidence of physical address residence premises endorsed by ward executive officer;
6. Submit certificate of Taxpayer Identification Number (TIN);
7. Pay application fees of Tshs. 90,000/= on submission.

**Note:** Application forms also can be downloaded from ERB Website ([www.erb.go.tz](http://www.erb.go.tz)).

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**HEADQUARTERS - HQ (Dodoma)**  
Engineers Registration Board (ERB)  
3 Mahakama Road, Mhandisi Annex,  
Plot Number 13, Block "A"  
P.O Box 2768, 41104 Dodoma  
Email: registrar@erb.go.tz / info@erb.go.tz  
Tel: +255 26 2960086/87

**DAR ES SALAAM**  
Engineers Registration Board (ERB)  
PSSSF Commercial Complex, 12th Floor,  
Sam Nujoma Road, Plot No. 03, House No. 24  
P.O. Box 14942, 66Cg+35X Sinza,  
Dar es Salaam -Tanzania,  
Email: registrar@erb.go.tz / info@erb.go.tz

**MOROGORO**  
School of Professional Engineering and Leadership  
Plot block D2 NHC Commercial Complex  
Old Dar Es Salaam Road  
P.O. Box 2015, Morogoro  
Email: sope@erb.go.tz / registrar@erb.go.tz  
Tel: +255 23 2613413

*All Letters to be addressed to **REGISTRAR***



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## SCOPE OF SERVICES OF THE INDEPENDENT CONSULTING ENGINEER

This Appendix describes broadly the services to be performed by the Independent Consulting Engineer.

The **types** of services to be undertaken by the Independent Consulting Engineer are those for which:

- (a) Teams of personnel are not required;
- (b) Other than personal knowledge and skills of the individual, additional outside professional support is not required;
- (c) The experience and qualifications of the individual are the paramount requirement.

## THE SERVICES FOR WHICH INDEPENDENT CONSULTING ENGINEER IS ELIGIBLE

The types of services for which the Independent Consulting Engineer shall operate are as outlined hereunder:-

1. **Preparation of terms of reference;**
2. **Opening and evaluation of tenders for works contracts and supplier and consultants proposals;**
3. **Preparation of brief where Engineering services are to be procured;**
4. **Revision and updating of feasibility studies;**
5. **Preliminary project or engineering design;**
6. **Technical assistance for the planning of development, economic or sector planning, organization and management;**
7. **Application of the recommendations formulated in a study;**
8. **Training;**
9. **Assistance for the procuring entity with project implementation and in particular for the monitoring and supervision of the project implementation as well as investigations and technical advice;**
10. **Preparation of project completion reports;**
11. **Arbitration; and**
12. **All other necessary assistance in the form of services decided upon by the procuring entity.**

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