

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

(CONSULTING SERVICES – FIRM SELECTION)

on

CQS basis Recruitment of A Consultancy Firm for Comprehensive Training Program on Plastic Waste Reduction and Single Use Plastic (SUP) Alternatives, and SUP Value Chain Study, Including Dissemination Workshops and Report Publication – Bangladesh

Procurement Reference No: LK-SACEP-466879-CS-CQS

Country:	BANGLADESH
Project:	PLASTIC FREE RIVERS AND SEAS FOR SOUTH ASIA (PLEASE) PROJECT.
Grant No:	D648-8S
Assignment Title:	Recruitment of A Consultancy Firm for Comprehensive Training Program on Plastic Waste Reduction and Single Use Plastic (SUP) Alternatives, and SUP Value Chain Study, Including Dissemination Workshops and Report Publication - Bangladesh
Assignment Period:	6 MONTHS CONSULTING FIRM RECRUITMENT WILL BE ON CONSULTANTS' QUALIFICATION SYSTEM (CQS) BASIS

The South Asia Cooperative Environment Program (SACEP) has received financing from the World Bank toward the cost of the Plastic Free Rivers and Seas for South Asia (PLEASE) project and intends to apply part of the proceeds for consulting services.

The eligible candidates to apply for the above assignment should be nationals of member states of the South Asia Co-operative Environment Programme, which consists of Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, and Sri Lanka.

The consulting services (“the Services”) include the following key activities;

A. The scope of work is detailed as follows:

1. Comprehensive Training Program on Plastic Waste Reduction and SUP Alternatives:

The training program is structured to address four key areas:

- a) **Awareness Enhancement:** Launch an intensive campaign to elevate consciousness about the detrimental effects of plastic waste on the environment and human health, utilizing a mix of multimedia tools, expert talks, and interactive sessions to engage a broad audience.
- b) **Knowledge Dissemination on Sustainable Alternatives:** Curate and distribute a detailed compendium of viable, sustainable alternatives to SUPs, including case studies and success stories from around the globe, to illustrate practical solutions and inspire adoption.
- c) **Skill Development for Waste Reduction:** Implement hands-on training workshops focusing on the development of tangible skills in plastic waste management techniques, such as recycling, upcycling, and proper disposal methods, tailored to local contexts and capacities.
- d) **Collaborative Network Building:** Facilitate platforms for dialogue and cooperation among a wide range of stakeholders, including government bodies, the informal sector, environmental NGOs, and community leaders, to create a unified approach towards plastic waste reduction.

2. SUP Value Chain Analysis, Engagement Workshops, and Reporting:

This segment is devoted to a comprehensive analysis and stakeholder engagement process:

- a) **Feasibility Analysis for Waste Management Infrastructure:** Conduct a detailed study to assess the feasibility of integrated solutions for solid waste management, focusing on the potential for enhancing existing infrastructure and introducing innovative, sustainable practices.

- b) **Behavioral Change and Awareness Campaigns:** Roll out targeted campaigns to shift public and institutional behaviors towards minimizing plastic usage and improving waste segregation, collection, and recycling processes.
- c) **SUP Value Chain Mapping in Urban Contexts:** Undertake a granular analysis of the SUP value chain within selected urban areas to pinpoint critical intervention points for waste reduction, recycling opportunities, and stakeholder involvement in the process.
- d) **Stakeholder Engagement and Comprehensive Reporting:** Organize a series of engagement workshops to bring together key stakeholders for knowledge sharing and consensus-building. This effort will culminate in the publication of a detailed report summarizing findings, insights, and actionable recommendations for policy and practice improvement.

Throughout this assignment, the consultancy firm is expected to demonstrate a high level of expertise, innovation, and commitment to achieving tangible outcomes. The firm will work closely with the DoE and other key partners, maintaining open communication and adapting to evolving project needs to ensure the successful delivery of this critical environmental initiative.

The detailed Tasks are given in the Terms of Reference (TOR) Attached.

Consultancy assignment shall be completed within a period of 6 months from the date of signing of the contract. The budget allocated for this assignment is USD 200,000. The detailed TOR for the assignment can be found at the following website: <http://sacep.org/consultancy-opportunities>

The SACEP/PLEASE now invites eligible consulting firms to indicate their interest in providing the requested Services. Interested Consultants should provide the information that is requested in the TOR that demonstrates that they have the required qualifications and relevant experience and qualification to perform the Services as indicated below;

B. Recruitment Qualifications and Experience and Evaluation Criteria:

Ensuring the successful execution of this comprehensive project demands a consultancy firm with stringent qualifications. The following criteria must be met:

- a) **Specialized Expertise in Environmental Initiatives:** The chosen firm should exhibit a track record of conducting large-scale environmental projects, with a focus on training programs and in-depth environmental studies. This encompasses the ability to design and implement initiatives that significantly mitigate environmental impact, raise public awareness, and foster sustainable practices across diverse stakeholders. Essential is a minimum of 7 years of qualitative and quantitative analysis of waste management data, including plastics. Furthermore, the firm should have demonstrated an average consulting turnover of at least BDT 25 Mn in the past 7 years.
- b) **Proven Track Record in Plastic Waste Management and SUP Reduction:** Evidence of successful projects specifically targeting plastic waste management and single-use plastics (SUP) reduction is imperative. The firm must present case studies or project reports showcasing innovative approaches to waste reduction, recycling, and the promotion of sustainable alternatives. Quantifiable achievements, such as reductions in waste, increased recycling rates, or induced behavioral changes, are crucial. Each firm should provide a minimum of 2 reference projects/contracts undertaken in the past 7 years, each valued at no less than BDT 10 Mn, aligning with the activities outlined in the TOR.
- c) **Deep Acquaintance with Local Environmental Norms and Legislation:** The consultancy firm must possess a profound understanding of the local environmental landscape, including existing norms, regulations, and legislation concerning waste management and pollution control. This encompasses familiarity with national standards as well as any relevant international protocols or agreements to which Bangladesh is a signatory. The firm should illustrate how this knowledge informs its approach and operations.
- d) **Detailed Approach and Methodology:** The consulting firm is required to provide a comprehensive approach and methodology for addressing the scope outlined in the TOR. This should include detailed task descriptions and a clear delineation of how these tasks will be executed within the specified timeline. Additionally, recommendations for congruent implementation programs should be submitted, ensuring alignment with project goals and objectives.
- e) **Commitment to Collaboration and Innovation:** The selected firm must demonstrate a steadfast commitment to collaborative efforts with government agencies, local communities, and other stakeholders. This entails a readiness to adapt approaches based on stakeholder feedback and evolving project dynamics. Furthermore, the firm should showcase its capacity

for innovation, both in the methodologies it employs and in devising creative solutions to complex environmental challenges.

The consultancy firm's qualifications will undergo a comprehensive evaluation, considering the depth of experience, quality of previous work, and the strength of the proposed team. Demonstrated ability to deliver results under similar project scopes and conditions will be of paramount importance in the selection process

C. The evaluation of submissions at the REOI stage will proceed in two stages:

- a) **Methodology/Approach of the Proposal (40 points):** This criterion assesses the proposed methodology and approach in detail. It should include the collection and sampling points across various geographical areas, sectors, commercial/institutional districts, and seasonal climatic changes. Evaluation will consider the use of statistically representative methods, methodologies for stakeholder consultation, mapping techniques, and health and safety plans for field activities related to sampling and data analysis.
- b) **Past Experience (40 points):** The Consulting Firm must provide at least three traceable references related to project-related experiences undertaken in the past three years. Each reference should include a brief description of the scope and scale of the work undertaken, along with the contract value. Points will be awarded based on compliance with the experience and qualification requirements outlined in the TOR.
- c) **Team Capacity (20 points):** This criterion evaluates the capacity of the project team recommended for engagement and utilization in contract execution. The firm should demonstrate the skills, qualifications, and relevant experience of each team member. The CVs of staff should be concise, not exceeding 3 pages in total, and structured to include professional qualifications, a brief description of recent relevant experience, previous employers and positions held, and the role each individual will play in the proposed bid.

Firms are required to submit technical proposals within a strict page limit of 50 pages, with no limit on annexes. Reviewers will only consider and evaluate the 50-page proposal (excluding annexes). The consultant should provide a summary table of experience in the Technical Proposal and detailed citations for each project in an Annex of the proposal.

Technical proposals failing to score a minimum of 70 out of 100 points on these criteria will not proceed for further consideration. The highest-ranking Consulting Firm meeting the technical requirements of the EOI will be invited to submit an RFP, primarily with a financial bid alongside technical information for contract negotiation. The successful Consulting Firm will be required to enter into a time-based Contract to compete for the scope activities outlined in the TOR.

D. Contractual Agreement

The SACEP/Department of Environment (DoE) of Bangladesh is committed to a transparent and comprehensive evaluation process for the selection of a consultancy firm capable of executing this critical project. The evaluation will meticulously assess each proposal's alignment with the project's objectives, the proposing firm's expertise and experience, and the overall value offered. The selected consultant will be requested to sign a Time-based contract to implement the project.

E. Financial Proposal:

The procurement of the consulting firm will be carried out on based on the Consultants' Qualification (CQS) therefore, the Consulting firm shall not submit any financial bid submissions along with the requested technical submissions of EOI.

F. Requirements of World Bank Procurement Regulations

The attention of interested Consultants is drawn to Section III, paragraph, 3.17 of the World Bank's 'Procurement Regulations for IPF Borrowers' (Procurement in Investment Project Financing- Goods, Works, Non-Consulting and Consulting Services, July 2016 Revised November 2017 and August 2018), setting forth the World Bank's policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment:

3.17 Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interests of the Borrower. Without limitation on the generality of the foregoing, Consultants shall not be hired under the circumstances set forth below:

- a. a firm that has been engaged by the Borrower to provide Goods, Works, or Non-consulting Services for a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm), shall be disqualified from providing Consulting Services resulting from, or directly related to, those Goods, Works, or Non-consulting Services. This provision does not apply to the various firms (Consultants, contractors, or suppliers), which together are performing the contractor's obligations under a turnkey or design and build contract;
- b. a firm that has been engaged by the Borrower to provide Consulting Services for the preparation or implementation of a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that Consulting firm), shall be disqualified from subsequently providing Goods, Works, or Non-consulting Services resulting from, or directly related to those Consulting Services. This provision does not apply to the various firms (Consultants, contractors, or suppliers), which together are performing the contractor's obligations under a turnkey or design and build contract;
- c. neither a Consultant (including personnel and sub-consultants), nor an affiliate (that directly or indirectly controls, is controlled by, or is under common control with that Consultant), shall be hired for any assignment that, by its nature, creates a conflict of interest with another assignment of the Consultant;
- d. Consultants (including their experts and other personnel, and sub-consultants), that have a close business or family relationship with a professional staff of the Borrower, or of the project implementing agency, or of a recipient of a part of the Bank's financing, or any other party representing or acting on behalf of the Borrower, that is directly or indirectly involved in any part of:
 - i. the preparation of the TOR for the assignment;
 - ii. the selection process for the contract; or
 - iii. the supervision of the contract, may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Bank throughout the selection process and the execution of the contract.

The Firm will be selected based on the qualification and experience (CQS basis), in accordance with the procedures set out in the 'The World Bank Procurement Regulations for IPF Borrowers Procurement in Investment Project Financing- Goods, Works, Non-Consulting and Consulting Services, July 2016, Revised November 2017' and August 2018' and as per the Financing Agreement of the project.

G. Submissions:

The closing date for submission of the REOI is **21st January 2025, at 10.00 Hours** Sri Lanka time. The procurement of the consulting firm will be carried out on based on Consultants' Qualification (CQS) therefore the Consulting firm shall not submit any financial bid submissions along with the requested technical submissions of REOI.

REOI submissions can be submitted by **email or by dispatching the hard copies** to the Project Implementation Unit of the PLEASE project at #45, Rosemead Place, Colombo 07, Sri Lanka.

All email submissions of the technical bid shall be directed to Anjalie Devaraja, (Project Director) at pleaseproject@sacep.org with a copy to anjalie.please_project@sacep.org

For more information on the technical clarification in the TOR, contact: Prakriti Kashyap (Plastic Expert) at prakriti.please_project@sacep.org .

For contractual queries in the TOR, contact: Sarath Muthugala (Procurement Specialist) at sarath.please_project@sacep.org

**Attn: Mrs. Anjalie Devaraja,
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PLEASE Project
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01.03.2025