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## **List of Abbreviations**

<b>CAPEX</b>	Capital Expenditure
<b>CPCB</b>	Central Pollution Control Board
<b>EPR</b>	Extended Producer Responsibility
<b>GHG</b>	Greenhouse Gas
<b>GIZ</b>	Deutsche Gesellschaft für Internationale Zusammenarbeit
<b>MoHUA</b>	Ministry of Housing and Urban Affairsrdg
<b>MSW</b>	Municipal Solid Waste
<b>NAMA(s)</b>	Nationally Appropriate Mitigation Action
<b>NGOs</b>	Non-Governmental Organisation(s)
<b>NSP</b>	NAMA Support Project
<b>OPEX</b>	Operational Expenditure
<b>PIBOs</b>	Producers, Importers and Brand Owners
<b>SBM</b>	Swachh Bharat Mission
<b>SPCB(s)</b>	State Pollution Control Board(s)
<b>ToR</b>	Terms of Reference
<b>ULBs</b>	Urban Local Bodies

## **1. General information**

### **1.1. About the Project**

'Waste Solutions for Circular Economy' is supported by a joint climate action program-NAMA (Nationally Appropriate Mitigation Action) Facility-set up by the German Federal Ministry for Economic Affairs and Climate Action (BMWK), Department for Business, Energy and

Industrial Strategy (BEIS) of the United Kingdom (UK), European Commission (EU Commission) and the Children's Investment Fund Foundation (CIFF). This is a 5-year project which will operate in 5 lighthouse locations- Patna, Varanasi, State of Goa, Bengaluru & Tiruchirappalli with local and state governments as partners. GIZ will act as the NAMA Support Organisation (NSO) for the project and will be responsible for the delivery of funds, services, financial and administrative management of the project. The NSP is divided into 2 phases of implementation. Phase 1 will operate for 1 year and phase 2 for 4 years. It includes the following key components:

- i. Technical Assistance: At the city level it includes supporting setting up a role-model Source Segregation System, integration of the informal sector and capacity building of relevant stakeholders on effective MSW Management and support for accessing SBM etc.
- ii. Grant Funding Mechanism: This component includes providing partial CAPEX or OPEX financing for composting plants, Refuse Derived Fuel (RDF) plants, Material Recovery Facilities, Recycling facilities and Bio-methanation Plants.
- iii. Risk Sharing Facility: This facility will be managed by a Financial Institution and provide guarantees for debt financing for MSW management facilities.

As part of the project, the GIZ India intends to hire technical services from an able and willing consultant to support the project in the coordination and management of Extended Producer Responsibility (EPR) topic in Solid Waste Management especially plastics with the MoHUA.

## 1.2. Context

The vision of NAMA Facility is to support the Nationally Appropriate Mitigation Actions (NAMAs), and to induce transformational change towards a low-carbon development pathway. Current sectoral policies and technical standards are mainly characterized by the improvement of waste treatment facilities possible synergies that lie in combining different MSW treatment facilities which are not taken into consideration. As a result, the integrated waste management (IWM) and GHG emission reduction potential in the sector has not yet been fully utilized. At present, the transformation of the waste sector towards low-carbon pathways faces technical and capacity challenges. GIZ India intends to make use of the best available technologies and alternatives to increase the appeal of integrated waste management. The NAMA project will accelerate the low-carbon development of India's waste sector through various actions taken by GIZ India to support the central and selected state governments in coordination with the Ministry of Environment, Forests, and Climate Change (MoEFCC), Ministry of Housing and Urban Affairs (MoHUA), and other relevant ministries.

As a result, there is a requirement for a consultant to support NSP in the coordination and management of activities with MoHUA. In addition, specific technical inputs are required for building partnerships and networks to support project implementation.

### Note:

*The consultant is to be based in New Delhi and attend office in person the Ministry of Housing and Urban Affairs. The consultant has to follow all the rules and regulations of the MoHUA and work on the tasks allocated by Joint Secretary, Director & Advisors of Swatchh Bharat Mission, MoHUA and other concerned officials. The consultant may also have to follow the rules of MoHUA regarding the biometric attendance system. Work from home can be allowed based on prior written permission.*

**This is specifically a Tender to hire an Individual Consultant where Firms/Agencies cannot participate. Any bid received from any Firm/Agency will be disqualified.**

## **2. Tasks to be performed by the contractor**

The contractor shall provide services as per the detailed description in the work packages outlined below but not limited to:

### **2.1. Work Package 1: Providing EPR Technical Support & Advisory to the Ministry of Housing and Urban Affairs (MoHUA) and the NAMA Support Project**

- i. The consultant will provide technical support and advisory on the topic of EPR in Solid Waste Management especially plastics to the officials of the MoHUA, various State Governments, Urban Local Bodies, and relevant partners for the implementation of NAMA Facility 'Waste solutions for Circular Economy' project.
- ii. Design and develop implementation models in successful EPR deployment with State Governments and Urban Local Bodies.
- iii. Design & develop pilot training and awareness programs to provide support in planning events, workshops & training under the program.
- iv. Play a key role in gap analysis and strategizing the program with the MoHUA and other partners in better outreach and success of the program.
- v. Strategic support to the GIZ team based on discussions with partners.
- vi. Support Monitoring and Evaluation activities of the project.
- vii. Support in the preparation of reports on the progress of the program.
- viii. Work as a valuable member of the team possessing a high level of work ethic, team working skills, and integrity.
- ix. Other tasks as may be required.

### **2.2. Work Package 2: Networking and Partnerships**

- i. Establish a network with private players in the plastic sector and other emerging sectors of EPR such as PIBO, recyclers, and waste management agencies (WMAs).
- ii. Establish and cultivate a professional and robust relationship with the Government officials & GIZ staff/consultants at the Ministry.
- iii. Establish and coordinate dialogues, objectives, activities, and knowledge between MoHUA, CPCBs and SPCBs and NSP activities.
- iv. Network with NGOs, consulting agencies, and other partners involved in the projects.
- v. Identify and organize collaborative partnerships with training partners, NGOs, Voluntary Organizations, Educational Institutes, Youth Clubs

### **2.3. Work Package 3: Coordination, Knowledge Management, and Outreach**

- i. Documentation of all proceedings including meetings, workshops, and technical sessions and follow-up with Ministry officials, if required.
- ii. Documentation of best practices, project success stories, and replicable models under the project.
- iii. Designing knowledge products on demand from the Ministry.
- iv. Reporting of achievements of NAMA facility project to Ministry along with recommendations of upcoming events.
- v. Attending meetings, events, or consultations organized by MoHUA and NAMA Support Project as a representative of the MoHUA and NAMA Support Project
- vi. Supporting MoHUA and NAMA Support project with the preparation of delivery policy briefs, project updates, and presentations, as required

### **2.4. Milestones/Deliverables**

Certain milestones, as laid out in the table below, are to be achieved by the consultant by specific dates during the contract term:

Quarter	Deliverables	Deadlines
Quarter 1	<ul style="list-style-type: none"> <li>i. Design &amp; develop pilot training and awareness programs to provide support in planning events, workshops &amp; training under the program.</li> <li>ii. Identify and organize collaborative partnerships with training partners, NGOs, Voluntary Organizations, Educational Institutes, Youth Clubs, MoHUA, CPCBs, SPCBs, and ULBs</li> <li>iii. Developing and providing knowledge material</li> <li>iv. Establish a network with private players in the plastic sector and other emerging sectors of EPR such as PIBO, recyclers, and waste management companies.</li> <li>v. Overall progress of the program</li> </ul>	September 15 <sup>th</sup> , 2023
Quarter 2	<ul style="list-style-type: none"> <li>i. Design &amp; develop pilot training and awareness programs to provide support in planning events, workshops &amp; training under the program.</li> <li>ii. Identify and organize collaborative partnerships with training partners, NGOs, Voluntary Organizations, Educational Institutes, Youth Clubs, MoHUA, CPCBs, SPCBs, and ULBs</li> <li>iii. Developing and providing knowledge material</li> <li>iv. Establish a network with private players in the plastic sector and other emerging sectors of EPR such as PIBO, recyclers, and waste management companies.</li> <li>v. Overall progress of the program</li> </ul>	December 15 <sup>th</sup> , 2023
Quarter 3	<ul style="list-style-type: none"> <li>i. Design &amp; develop pilot training and awareness programs to provide support in planning events, workshops &amp; training under the program.</li> <li>ii. Identify and organize collaborative partnerships with training partners, NGOs, Voluntary Organizations, Educational Institutes, Youth Clubs, MoHUA, CPCBs, SPCBs, and ULBs</li> <li>iii. Developing and providing knowledge material</li> <li>iv. Establish a network with private players in the plastic sector and other emerging sectors</li> </ul>	March 15 <sup>th</sup> , 2024

	of EPR such as PIBO, recyclers, and waste management companies. v. Overall progress of the program	
Quarter 4	i. Design & develop pilot training and awareness programs to provide support in planning events, workshops & training under the program. ii. Identify and organize collaborative partnerships with training partners, NGOs, Voluntary Organizations, Educational Institutes, Youth Clubs, MoHUA, CPCBs, SPCBs, and ULBs iii. Developing and providing knowledge material iv. Establish a network with private players in the plastic sector and other emerging sectors of EPR such as PIBO, recyclers, and waste management companies. v. Overall progress of the program	May 20 <sup>th</sup> , 2024

**Period of assignment:** GIZ shall hire the consultant for the anticipated contract term, from **01<sup>st</sup> July 2023 to 01<sup>st</sup> June 2024 for 170 days**

**Location of assignment:** New Delhi

### 3. Personnel Concept

The bidder is required to provide personnel who are suited to filling the positions described, based on their CVs the range of tasks involved and the required qualifications.

The below-specified qualifications represent the requirements to reach the maximum number of points.

#### Technical Consultant – EPR (One)

##### Tasks of the Technical Consultant - EPR

- Overall responsibility for the work packages of the contractor (quality and deadlines)
- Ensure coherence and complementarity of the services of the contractor with other services delivered by the program at the local and national level
- Responsible for technical support and advisory to the officials of the MoHUA, various State Governments, Urban Local Bodies, and relevant partners for the implementation of the NAMA Support Project
- Establish and coordinate dialogues, networks, partnerships, and knowledge exchange between MoHUA, NSP, and other relevant stakeholders for better outreach and success of the program
- Support monitoring and evaluation activities of the project
- Support in documenting the progress of the program in preparation of policy briefs, reports, and presentations, as required
- Display a high level of work ethic, team work, and integrity

- Perform any other tasks as may be required in accordance with the work packages laid down in Chapter 2.

#### Qualifications of the Technical Consultant- EPR

- Education/training (2.1.1.): University qualification (Master's degree) in Environmental Sciences/ Climate Change/ Town Planning or other allied technical fields
- Language (2.1.2.): Good business language skills in English and Hindi
- General professional experience (2.1.3.): 10 years of professional experience in Solid Waste Management/Circular Economy/ Sustainability or related fields
- Specific professional experience (2.1.4.): 5 years of professional/consulting experience in the field of plastic waste management/ extended producer responsibility/ corporate social responsibility in the field of waste management / circular economy and sustainability strategy
- Regional experience (2.1.6): 5 years of experience in projects in India
- Development Cooperation (DC) experience (2.1.7): 2 years of experience in DC projects

#### 4. Specification of Inputs

Fee days	Number of experts	Number of days per expert	Comments
• Preparation/debriefing	1	5	
• Implementation		170	
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per-diem allowance in country of assignment	1	12	4 trips for 3 days
• Overnight allowance in country of assignment	1	12	4 trips for 3 days
• Local travel	1	36	4 trips for 3 days X 3 times
• Travel costs (Flight /Train / Taxi)	1	4 round trips	
Flights	Number of experts	Number of flights per experts	Comments
• International flights	NA	NA	
• Domestic flights	NA	NA	
Other costs	Number of experts	Amount per experts	Comments

Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price sheet.