



## STRENGTHENING PARTNERSHIP ON SUSTAINABLE PLASTIC LIFE-CYCLE MANAGEMENT PROJECT

### **CONSULTANCY SERVICES FOR THE DEVELOPMENT OF LESOTHO INTEGRATED WASTE MANAGEMENT STRATEGY**

<b>Type of Contract:</b>	Individual Consultant
<b>Post-Level:</b>	National/International Consultant
<b>Duty Station:</b>	Home based
<b>Initial Contract Term:</b>	80 working days (distributed in 4 months)
<b>Language of the assignment:</b>	English

#### **TERMS OF REFERENCE**

##### **A. Background and Context**

UNDP, in partnership with UNEP, is supporting the Government of Lesotho to strengthen the management of waste (including plastics) in country. The support is geared to providing technical and financial resources in the development of a national integrated waste management strategy, policies and the necessary laws.

UNDP is the UN's global development network, advocating for change and connecting countries to knowledge, experience, and resources to help people build a better life. UNDP works with countries on their own solutions to global and national development challenges. The Lesotho Country Programme (2019-2023) is anchored on the NSDP II, the UNDAF (2019–2023), and is guided by the UNDP Strategic Plan (2018–2021) through three programme pillars: (i) Governance, Accountability, Social Cohesion and Stability; (ii) Sustainable and Inclusive Economic Growth, and (iii) Environmental Sustainability, Climate Change and Resilience.

In contribution to national efforts towards proper management of waste, UNDP intends to implement a project on integrated waste management with a focus on Plastic Life-cycle management. The project is anticipated to create multi-stakeholder country platform established to facilitate design of policy and regulatory framework for sustainable plastic life-cycle management. This will be realized through strengthening of the legal framework anchored on evidenced based research to inform the articulation of policy options for sustainable plastic management.

UNEP is the leading UN agency in the environment and is implementing a project 'Addressing Environmental Challenges, and through its sub-programmes on waste and chemicals, resource efficiency, environment governance and environment science intends to provide technical support to Lesotho in its quest to develop an integrated waste management strategy.

The rapid increase in volume and diversification of wastes generated mainly as a result of economic growth, urbanization, industrialization, and unsustainable consumption and production patterns has severe impacts on the global and local environment, natural resources, public health, local economy, and living conditions, and threatens the attainment of the Sustainable Development Goals.

Thus, development of appropriate policy frameworks and institutional arrangements are essential for providing efficient waste management services to the local communities, as well as to overcome health, sanitation and environment-related challenges resulting from poor service provision and facilities.

Waste management is conventionally thought as being the sole responsibility of municipalities (public utilities) to ensure that collection and disposal services are available across all communities, while ensuring the sustainability of these services. According to the World Bank, it is common for municipalities in developing countries to spend 20% – 50% of their available budget on solid waste management. In some developing countries, collection alone drains up 80% – 90% of municipal solid waste management budgets.

The complexity and disturbing nature of waste management challenges require a deeper collaboration among different stakeholders – governments, civil society, private sector, local communities. Governments/public utilities facing enormous resource challenges in providing quality public services are increasingly looking towards collaboration with the private sector to help deliver their public service mandate. However, in practice, by and large, the policy environment in developing countries had not been very conducive to private sector participation in provision of waste management services and investing in waste management infrastructure.

In practice, such collaboration or partnerships could create win-win solutions for both the public utilities and private sector – if duly supported by appropriate policy frameworks. For example, such partnerships could lead to savings in municipal budgets, of which a large portion is often used for waste management. The private sector, on the other hand, may use this opportunity to convert waste into valuable resources and environmentally friendly products that would not only contribute towards achieving resource efficiency, but could also provide income-generating opportunities.

It has been stated that the main challenge on the Africa continent on wastes is the inability of governments and private industry to keep pace with growing waste streams and the timely development of policies and strategies to effectively deal with it.

Management approaches such as use of economic instruments such as taxes, circularity, awareness,

user and public involvement, recycling and recovery, promoting of waste business/waste value chains are not widely used. In addition, Africa is also faced with a huge challenge of managing wastes. Most of the Africa countries have put in place policies and legislation aimed at managing use of plastic bags. The policies vary from a ban on only single use (thin) plastic bags and associated requirements for bag thickness to complete bans on all plastic bags.

In the SADC region, cities are grappling with high volumes of waste, low waste management capacity and high costs of proper waste management. This is exacerbated by the lack of appropriate technologies and equipment coupled with poor enforcement. The SADC Regional Indicative Strategic Development Plan (2005–2020) (SADC 2001), which aimed at deepening integration in the region recognized major causes of poor waste management to be (i) the increasing rate of waste generation; (ii) limited capacity available to handle the high volumes of waste; (iii) high costs involved in the management of waste; (iv) lack of proper disposal technologies and methodologies; (v) inadequate manpower and equipment, and (vi) poor enforcement. As a result of these factors, open dumping of domestic and industrial waste is rampant in most SADC countries (SADC 2012). To address these challenges, SADC member States have committed to promoting sound environmental management through pollution control, waste management and environmental education, including (i) capacity-building and training on pollution and waste arising from urbanization and industrialization; and (ii) the development of projects on pollution control and industrial and domestic waste management (SADC 2001).

It is therefore important for Lesotho to institute appropriate policy frameworks and governance mechanisms leading to waste prevention and minimization and improving waste collection, processing, treatment, disposal, and recycling. Experience shows that integrating private, formal, and informal systems of waste management can significantly increase the efficiency and effectiveness of municipalities in delivering required services and enable municipalities to save valuable resources while also providing health, environment and social benefits, including co-benefits.

In this context, UNDP has partnered with UNEP and Ministry of Tourism, Environment and Culture (MTEC) in the implementation of the strengthening partnerships on sustainable waste management project. To help shape the project, UNDP is seeking the services of a consultant to develop Lesotho's Integrated Waste Management Strategy to address the current and future waste management opportunities and challenges .

## **B. Scope of Work**

The scope of work for the consulting services shall include, but not limited to, the following :

- The consultant shall determine the current status of waste management in Lesotho, focusing on major aspects: generation, segregation, storage, collection, transportation, use and reuse, trade, process/treatment, and disposal. A thorough analysis of the current status shall be carried out as basis in the formulation of the Integrated Waste Management strategy. Analysis of current status shall include, but not limited to:

- Government policies, programs and projects that have bearing on waste management as a whole;
- Private sector business and civil society activities aimed at sustainable management of wastes
- Resources that are currently incurred by the government and the local authorities and the level/grade of institutions, infrastructure and facilities developed for the provision of waste services;
- Engage stakeholders in consultative process towards development of the Strategy
- Review of waste management strategies, guidelines, policies and current best practices at international, regional and national levels and identify lessons relevant for Lesotho;
- Develop an Integrated Waste Management Strategy that is appropriate for Lesotho and aligns with international environmental standards and obligations to which the country has committed to..

It should be noted that Lesotho is a Member State of the Southern African Development Community (SADC) and therefore shares a harmonised system for the development of policy and management approaches on environment and waste management matters.

### C. Expected Outputs

Working with the national partners, the consultant will be expected to deliver the following:

Deliverables/ Outputs	Estimated Duration	Target Due Dates	Review and Approvals Required
1. Inception report	10days	August 2021	UNDP, MTEC, UNEP,
2. Report on stakeholders' consultations	20 days	August-September 2021	UNDP, MTEC, UNEP,
3. Draft of Integrated Waste Management Strategy	20 days	September-October2021	UNDP, MTEC, UNEP,
4. Validation workshop report	10 days	October 2021	UNDP, MTEC, UNEP,
5. Final Reports: <ul style="list-style-type: none"> <li>- Final integrated Waste Management Strategy</li> <li>- Phase-in operational plan for the introduction and implementation for the Strategy</li> </ul>	20 days	November2021	UNDP, MTEC, UNEP,
<b>Total Days</b>	<b>80 days</b>		

#### **D. Institutional Arrangement**

- a) The consultant will be engaged by the UNDP and becomes directly responsible to the UNDP – Deputy Resident Representative. However, s/he will liaise with the relevant Programme Officer and UNEP for implementation of this assignment.
- b) UNDP and MTEC Programme Officer will provide day to day supervision on the assignment, working in collaboration with project partners to ensure delivery of quality results and objectives as set out in these terms of reference.
- c) UNEP will provide technical supervision to the consultant
  
- d) The consultant will engage MTEC, Ministry of Local Government and Chieftainship (MoLGC), Maseru City Council (MCC), Ministry of Health (MOH), Bureau of Statistics (BOS), other relevant government ministries, parastatals, waste pickers, recyclers, retailers and consumers.
- e) The consultant will be expected to make in person or virtual consultations with all the identified stakeholders – both in government, private sector and development partners
- f) The consultant will prepare reports as outlined in Section D above, for approval by the UNDP and her partner. A joint approval of the outputs will be provided by the partners prior to payment.
- g) A five-day lead period must be allowed for feedback on submitted written outputs. The consultant will be expected to maintain a clear audit trail of all comments received and addressed in the submitted reports
- h) The consultant should have own computer and facilitate own access to internet, transport and organize own logistical arrangements as necessary.

#### **E. Duration of the Work and duty station**

- a) The assignment is expected to take 80 days to full completion, with start date in August 2021, and planned to be completed by November 2021.
- b) All partners will have at least 3-5 days to review and give feedback on written outputs.
- c) The assignment will be delivered both from home and/or on site. The consultant will submit an inception report to UNDP within 10 days with a schedule of activities and site visits as maybe relevant to the project.

#### **F. Qualifications of the Successful Consultant**

Successful consultant must be an expert in waste management, and knowledge of environmental knowledge in Lesotho and the SADC region, with the following attributes:

- Advanced university degree in environmental science, environmental engineering, environmental management, policy, law development or relevant discipline.
- A minimum of 10 years practical experience in developing strategies/policies related to the environment or waste management is required;
- Fluency in English
- Knowledge of MS Windows and MS Office and ability to operate standard IT and communications equipment

**Competencies:**

- Demonstrating/safeguarding ethics and integrity, by modelling the UN/UNDP's values and ethical standards.
- Promotes the vision, mission, and strategic goals of UN/UNDP.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Demonstrate corporate knowledge and sound judgment.
- Self-development, initiative-taking.
- Acting as a team player and facilitating teamwork.
- Facilitating and encouraging open communication in the team, communicating effectively
- Creating synergies through self-control.
- Managing conflicts.
- Learning and sharing knowledge and encourage the learning of others. Promoting learning and knowledge management/sharing is the responsibility of each staff member.
- Informed and transparent decision making.

**G. Scope of Bid Price and Schedule of Payments**

- a) The contract price will be fixed output-based price regardless of extension of the herein specified duration of the assignment.
- b) The financial proposal should be presented as a Lump Sum Amount –representative of payments closely linked to deliverables.
- c) Payments will be made upon acceptance and approval by the project partners of planned deliverables and components,
- d) Payments will be scheduled as follows, with the corresponding percentage per milestone/output, including the conditions/documentations required prior to the release of any tranches of payment.

<b>Deliverables/ Outputs</b>	<b>Target Due Dates</b>	<b>% Payable upon completion of milestone</b>
1. Inception report	August 2021	20%
2. Draft Integrated Waste Management Report	September 2021	30%
3. Validation workshop report	October 2021	30%
4. Final Integrated Waste Management Strategy	November 2021	20%

**H. Recommended Presentation of Proposal**

Interested consultant should submit their applications on the specified templates and include the following:

- 1) Duly accomplished Letter of Confirmation of Interest and Availability using the template provided by UNDP
- 2) Brief description on why the consultant is the most suitable for the assignment, and a methodology on how they will approach and complete the assignment.
- 3) Individual CV of expert that the individual will nominate to conducting the assessment, indicating all experience from similar projects, as well as the contact details (email and telephone number).

The financial proposal should be presented as a Lump Sum Amount –representative of payments closely linked to deliverables:

- The lump sum amount must be “all-inclusive”; and provide a breakdown consistent to the project deliverables
- The contract price is fixed regardless of changes in the cost components;

**I. Criteria for Selection of the Best offer**

A successful consultant will be selected based on the Combined Scoring method – where the qualifications and methodology will be weighted a max. of 70%, and combined with the price offer which will be weighted a max of 30%, broken down as:

- 1) Technical competency and qualification: (70%)
  - Educational Qualifications (15 Marks)
  - Professional Qualifications and Certifications (15 Marks)
  - Proven and experience/satisfactorily implementation of similar assignments in the past (30 Marks)
  - Methodology and technical proposal (30 Marks)
- 2) Financial Proposal (30%), to be computed as a ratio of the lowest price among the proposals received by UNDP

**J. Annexures**

- Annex 1. Application templates (CV/P11, financial proposal, letter of confirmation of availability)
- Annex 2. Concept Paper for the Development of Lesotho Integrated Solid Waste Management Strategy

**K. Submissions**

Interested offerors may submit their applications to:

RFP: Integrated Solid Waste Management

Ms. Betty Wabonoha  
Resident Representative  
United Nations Development Program  
United Nations Road 3rd Floor,  
United Nations House Maseru 100

e-mail: [ls.procurement@undp.org](mailto:ls.procurement@undp.org)

Communication and further information on the call may be sent to [ls.procurement@undp.org](mailto:ls.procurement@undp.org) . **Only short-listed Offerors will be responded to.**

**This TOR is approved by:** [*Ms. Nessie Golakai-Gould*]

Signature	<u>Nessie Golakai</u>
Name and Designation	<u>Nessie Golakai-Gould, Deputy Resident Representative</u>
Date of Signing	<u>15-Jul-2021</u>