

Invitation to submit a proposal

Subject: Baseline research scoping study

Reference: Sustainable Manufacturing and Environmental Pollution (SMEP) Programme.

Date posted: 13/11/2018

The United Nations Conference on Trade and Development (UNCTAD) is launching an Invitation for Proposals (IFPs) from registered organizations with a non-profit status (research institutes, universities or think tanks) in developed or developing countries interested in becoming a grantee in support of the Sustainable Development Goals and through the delivery of the services described below.

Required services include but not limited to:

Background

The Sustainable Manufacturing and Environmental Pollution (SMEP) programme aims to reduce the environmental and social impacts of manufacturing in developing countries by funding research activities and developing technical solutions that will help reduce the levels of pollution and environmental degradation generated by industrial/manufacturing processes in Sub-Saharan Africa (SSA) and South Asia (SA).

In order to better understand the problem of manufacturing pollution in SSA and SA, detailed and comprehensive research is needed to identify and map the realities of manufacturing in the aforementioned regions, as well as their environmental and social impact. This research should also contribute to better define and understand the types of pollution associated with specific types and/or sectors of manufacturing and their consequences on environmental and public health. The grantee is expected to address this by producing a number of outputs to be specified in the research proposal and to be agreed with UNCTAD. The said outputs should include an overarching technical report with the elements contained in the ToR (**Annex A**), together with a summary for policy makers. Findings shall be presented in the form of policy and technical recommendations and be based on both academic and empirical evidence. The recommendations will be used to inform and further define the scope of further research calls to be commissioned under the SMEP programme.

Deliverables

As per ToRs outlined in **Annex A**, the successful bidder should deliver:

- One overarching technical report by mid or late 2019;
- A summary for policy makers; and
- A set of policy and technical recommendations.

The proposals submitted should include the following:

- Detailed methodology (10 pages max), including a list and detailed description of proposed research outputs,
- CVs of team members,
- A detailed budget (up to a limit of USD 300 000) which should aim to specify the value of various spending lines (e.g. staffing costs, travel, equipment etc.).

Please submit your proposal by e-mail to SMEP@UNCTAD.ORG.

Proposals must be received no later than 12:00 pm, Geneva time (CET), on 30 December 2018. Proposals will be evaluated according to criteria in **Annex B**. All proposals will be kept strictly confidential.

Please note that this IFP does not constitute a solicitation and does not create any binding legal obligations. UNCTAD reserves the right to change or cancel this requirement at any time during the IFP process.

Annex A

Terms of Reference

Sustainable Manufacturing and Environmental Pollution Research Scoping Study

Objectives

This piece of research should aim to achieve the following objectives:

1. Provide a detailed analysis of the realities, characteristics and environmental impact of manufacturing in selected countries across Sub-Saharan Africa and South Asia;
2. Develop a more detailed understanding of manufacturing realities, including sources of environmental pollution in a number of selected countries in Sub-Saharan Africa and/or South-Asia.
3. Produce a number of technical research outputs that will inform subsequent research under the SMEP programme.

Research questions

In addition to the three preliminary questions listed below, the contracted party will need to develop and present a number of research questions, which will guide their work. These should include the following:

- What are the prevailing manufacturing sectors across the target/selected countries?
- What types of pollution have been associated with specific low-to-mid complexity manufacturing processes in the selected countries?
- Which of those countries and manufacturing sectors require the most urgent research attention?

Scope and activities

Under the guidance of the Head of the Trade, Environment, Climate Change and Sustainable Development Branch of UNCTAD, the contracted party will perform the following tasks:

1. **A detailed literature review of recent academic sources and non-academic publications covering the subject of manufacturing and environmental pollution in developing countries.** The review shall include the following elements:
 - a. Sectoral scope: The review should focus on low-to-mid complexity manufacturing sectors that are prevailing in developing countries. A standardized industrial classification system such as ISIC¹ should be used to frame the approach and inform the classification of manufacturing sectors. The review should also focus on sectors that are proven to be highly polluting, as well as having the most significant impacts on human health, these include, but should not be limited to: *Textiles and clothing, leather, food processing, chemicals, rubber and plastics.*²
 - b. Stakeholder and activities mapping: A preliminary (non-exhaustive) stakeholder and activities mapping shall be prepared for each of the sectors identified, focusing on the main types of stakeholders and interventions (i.e. programmes and projects) currently and/or recently implemented in in SMEP target countries (see list below) in the SSA and SA regions. The mapping

¹ International Standard Industrial Classification

² <http://stat.unido.org/content/focus/classification-of-manufacturing-sectors-by-technological-intensity-%2528isic-revision-4%2529;jsessionid=4DB1A3A5812144CACC956F4B8137C1CF>

shall include: Multilateral initiatives on sustainable manufacturing, international development projects by major donor agencies and/or NGOs, public financing facilities, private investment facilities, universities, research institutions and technology providers.

- c. A review and analysis of the main types of pollution, as well as their environmental and health consequences associated to each manufacturing sector.
- d. The review shall also include existing literature identifying substitution, removal, recycling and remediation actions or solutions that can be applied in manufacturing settings to tackle air, water and soil pollution. Both “hard” and “soft” approaches shall be considered in the context of manufacturing pollution:
 - i. Soft approaches: Government regulations, economic incentives, consumer demand, B2B relations, CSR, standards, PPPs.
 - ii. Hard approaches: Technology adoption, equipment, innovation, chemical and physical processes.
- e. The review should identify and analyse all available relevant literature on the subject, as well as identifying and highlighting important gaps in knowledge.

2. In depth review of the current state of manufacturing in selected countries.

- a. Survey the major environmental pollution issues and consequences to human health:
 - i. The approach must be grounded in sound methodology, but with flexibility to consider different types of manufacturing pollution (e.g. air, water, soil) and their consequences to environment and health.
 - ii. The methodology applied in SSA and SA should be the same or equivalent.
- b. Application of a structured prioritization methodology to reduce the scope of the review to focus on areas of most environmental and economic relevance.
 - i. The prioritization shall consider the economic relevance of the sectors present in the country (e.g. income, employment, exports, future growth prospects, etc.), as well as the environmental and health impacts associated with them in the following priority countries:
 - ii. *South Asia*: Bangladesh, Nepal and Pakistan;
 - iii. *Sub-Saharan Africa*: Ghana, Senegal, Nigeria, Rwanda, DR Congo, Ethiopia, Zambia, Tanzania and Kenya.
- c. Qualitative and quantitative approaches shall be used and prioritized as needed.

3. Case studies (minimum 3 countries), comprising the following elements:

- a. An in-depth review of manufacturing activities in 3-5 selected countries from SMEP priority countries (see list above). This review shall use:
 - i. Qualitative elements: Laws, regulations, strategies (national and regional) of relevance to identified sectors,
 - ii. Quantitative elements: Pollution output levels (to be measured using recognized methodologies and techniques), number of production sites on the ground, number of workers exposed to pollution, epidemiological indicators for pollution-related illnesses, tonnage of industrial-manufacturing waste (both solid and liquid), employment generated per sector.
- b. How selected manufacturing sectors are affecting the environment and health, including establishing prevalent pathways of pollution and trends, as well as exposure rates to toxic chemicals and industrial pollutants.

- c. A number of field missions (to be agreed) will need to be carried out to examine the state of manufacturing and pollution in the countries chosen as case studies. Field missions should ideally involve established private sector partners and include site visits, data collection, structured interviews with business, local researchers, civil society and public officials. An effort should be made to compare existing literature in the target countries (secondary sources) with the situation observed on the ground (primary sources), identifying parallels, similarities and research gaps.
- d. All of the above should be consolidated into country factsheets and research recommendations, which will serve as a basis for full-fledged research calls to be commissioned under the SMEP programme.

Outputs

1. One technical report including all the above elements. The report shall have a maximum of 100 pages, including analysis and research recommendations.
2. A summary for policy makers style-report (maximum 30 pages) that provides a synthesis of the main findings included in the technical report.
3. A set of country factsheets and recommendations, based on the literature review undertaken and field assessment missions undertaken.

The policy and technical recommendations presented in the report will inform the scope and methodology to be used in drafting the ToRs for the primary research under the SMEP programme, including the calls for proposals to engage research consortia to tackle the manufacturing issues identified.

Annex B

Technical Selection Criteria for Initial scoping research

Sustainable Manufacturing and Environmental Pollution Programme

13 November 2018

Summary

Summary of Technical Proposal Evaluation Forms		Score Weight	Maximum Points Obtainable	Minimum Points Required	Non-Profit Institution			
					A	B	C	D
1	Expertise of organization submitting proposal	20%	200	120				
2	Proposed work plan and approach to research questions/ToR	40%	400	240				
3	Personnel	20%	200	120				
4	Cost / Quality Assessment	20%	200	120				
Total		100%	1000	600				

Evaluation forms for technical proposal follow on the next pages. The obtainable number of points specified for each evaluation criterion indicates the relative significance or weight of the item in the overall evaluation process. The Technical Proposal Evaluation Forms are:

Form 1: Expertise of organization submitting proposal

Form 2: Proposed work plan and approach to research questions / ToR

Form 3: Personnel

Form 4: Cost / Quality Assessment

Form 1: Expertise of Organization Submitting Proposal

FORM 1: Expertise of Organisation Submitting Proposal		Maximum Points Obtainable	Minimum Points Required	Non-Profit Institution			
				A	B	C	D
1.1	General Organisational Capability which is likely to affect implementation (i.e. loose consortium, size of the organisation, strength of project management support and controls)	50	30				
1.2	Extent to which any research work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialised skills).	50	30				
1.3	Relevance of: <ul style="list-style-type: none"> • Specialised Knowledge of manufacturing and environmental issues • Specialised Knowledge of environmental, economic and production systems in SSA and SA contexts • Regional and relevant country-level expertise (Sub Saharan Africa, South Asia), and research work experience with international organizations • Experience on similar projects related to environmental research 	100	60				
Total		200	120				

Form 2: Proposed Work Plan and Approach

FORM 2: Proposed Work Plan and Approach		Maximum Points Obtainable	Minimum Points Required	Non-Profit Institution			
				A	B	C	D
2.1	<u>Overall Quality:</u> Is the proposal well presented, clear and concise?	50	30				
	To what degree does the Proposer understand the task?	50	30				
2.2	<u>Method:</u> Is the method and analytical approach logical, realistic and well defined in the presentation and reflect the correct understanding of the TOR?	150	90				
2.3	<u>Planning:</u> Is the planning and sequence of activities logical, realistic and promise efficient implementation to the project in line with the TOR?	100	60				
2.4	<u>Scope:</u> Is the scope of work well defined and does it correspond to the TOR?	50	30				
Total		400	240				

Form 3: Personnel

FORM 3: Personnel (Team Leader & Other Team members)		Maximum Points Obtainable	Minimum Points Required	Non-Profit Institution			
				A	B	C	D
3.1	Team Leader						
		Sub Score					
	General Qualification	10	6				
	Suitability for the Project:						
	• International Experience	20	12				
	• Profound Professional Experience in the area of the required specialisation	30	24				
	• In-Depth Knowledge of the regions	20	12				
	• Language Qualifications	20	12				
		100	60				
3.2	Other Team Members						
		Sub-Score					
	General Qualification	10	6				
	Suitability for the Project						
	• International Experience	10	6				
	• Research Experience	20	12				
	• Professional Experience in the area of specialisation	20	12				
	• Knowledge of the regions	10	6				
	• Language Qualifications	20	12				
		100	60				
	Total	200	120				

Form 4: Cost/Quality Assessment

FORM 4: Cost / Quality Assessment		Maximum Points Obtainable	Minimum Points Required	Non-Profit Institution			
				A	B	C	D
1.1	Feasibility of proposed budget, including quality of its cost structure.	50	30				
1.2	Financial mechanisms and design for risk reduction and resilience (e.g. eventual staff changes, unforeseen costs, operational buffers, eventual co-contributions to the project)	50	30				
1.3	Presence of internal financial controls and accounting reporting based on national standards.	50	30				
1.4	Price-quality ratio (price-competitiveness of proposal)	50	30				
Total		200	120				