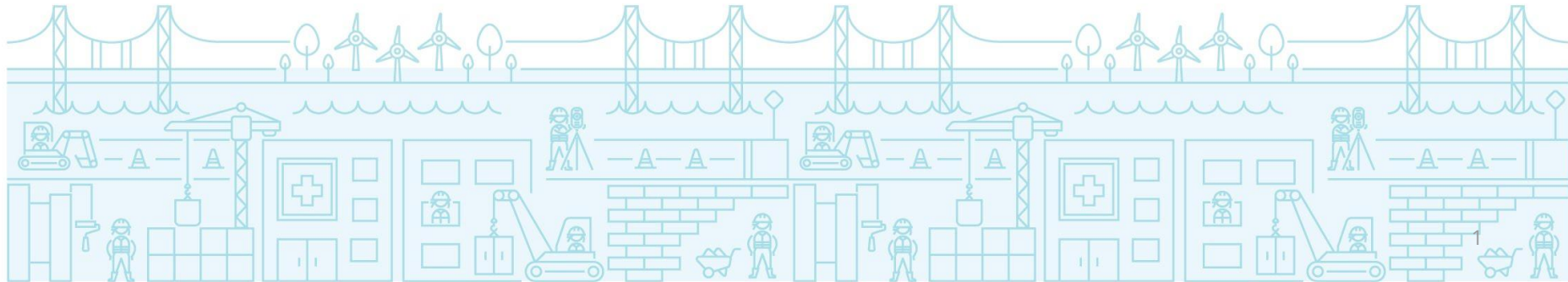




**RFP/2024/50483**

# **RFP for Regional Guidebook on Standards for Responsible Plastic Waste Trade, Sorted Plastics and Recycled Plastics**



# 1

## UNOPS



# UNOPS ROLE AND MANDATE

UNOPS was established in **1974** as part of the United Nations Development Programme.

UNOPS became an independent organization within the UN system in **1995**.

In 2010, the UN General Assembly reaffirmed UNOPS' mandate to be:

***“A central resource for the United Nations system in procurement and contracts management as well as in civil works and physical infrastructure development, including the related capacity development activities.”***

## OUR EXPERTISE

INFRASTRUCTURE    PROCUREMENT    PROJECT MANAGEMENT  
FINANCIAL MANAGEMENT    HUMAN RESOURCES

### ADVISORY

Developing national capacity in our core mandated areas.

### TRANSACTIONAL

Providing stand-alone HR management and procurement services.

### HOW WE WORK

### IMPLEMENTATION

Implementing partners' projects efficiently and effectively with the involvement of all stakeholders.

### INVESTMENT

Contributing to early-stage investment projects to leverage high-impact transformational initiatives in support of the 2030 Agenda for Sustainable Development.

# 2

## PROJECT DETAILS



# Objectives

The four year-long WB-funded SEA-MaP Regional Project aims **to reduce plastics consumption**, increase recycling and minimize leakages to **prevent land and sea-based marine plastic pollution** in Southeast Asia.

It strengthens plastics policies and regulatory frameworks and promotes innovative solutions to help reduce plastic pollution in Southeast Asia.

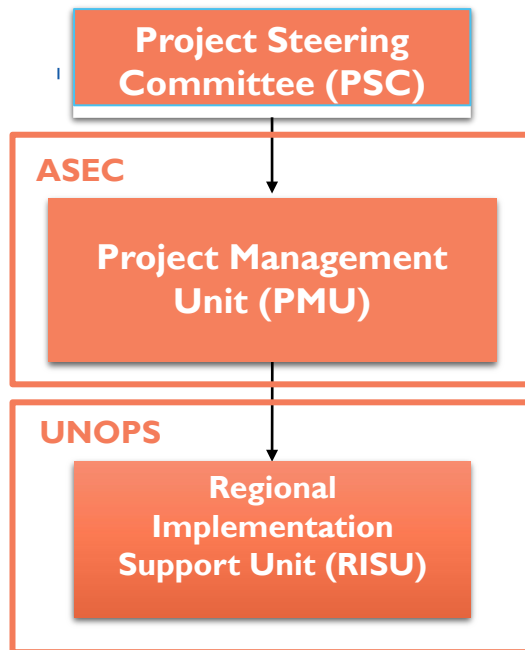
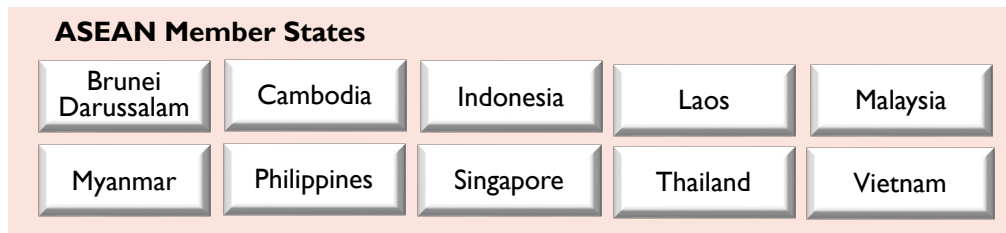
# Project Components

1. Strengthening Regional Policies and Institutions for Plastics Circularity
2. Establishing Regional Platforms to Promote Innovations, Knowledge and Partnerships for Plastics Circularity

# Implementation Arrangements

- SEA-MaP is implemented by ASEAN
- A PSC is co-chaired by the AWGCME & DSG ASCC and composed by AWGCME members/senior officials at ASEAN
- A PMU is being established within the ASEC with project oversight, monitoring, and reporting responsibilities
- ASEAN/UNOPS have signed an Outputs Agreement agreed on the functions that UNOPS executes to assist ASEAN in carrying out project activities
- The UNOPS RISU acts as the back-end technical support unit to the PMU

# Project Implementation Arrangement





# Project Deliverables

## COMPONENT 1. STRENGTHENING REGIONAL POLICIES AND INSTITUTIONS FOR PLASTICS CIRCULARITY

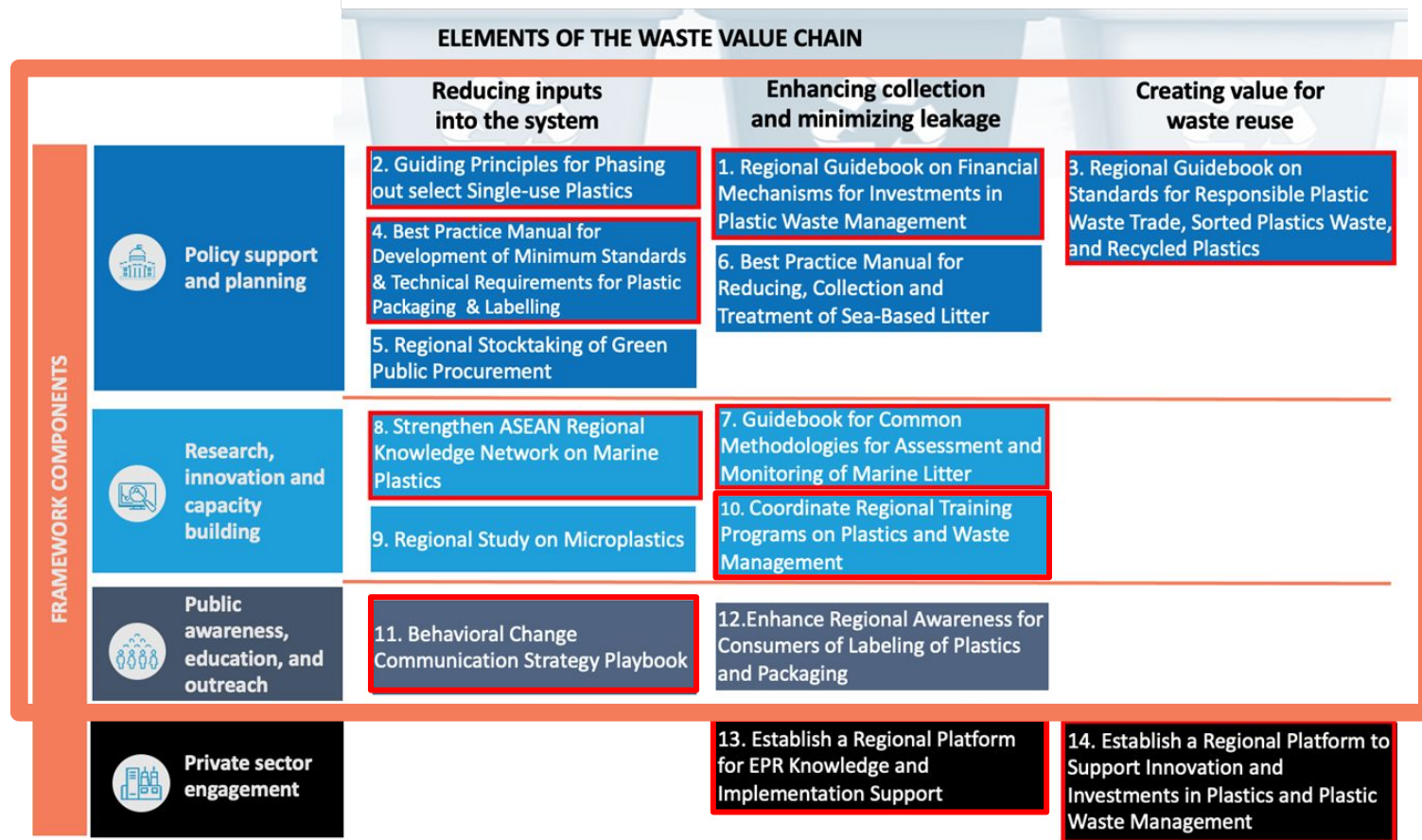
Deliverable 1	Best Practice Manual on Standards for Plastic Packaging
Deliverable 2	Regional Guidebook on Standards for Responsible Plastic Waste Trade, Sorted Plastics, and Recycled Plastics
Deliverable 3	Regional Guidebook on Financial Mechanisms for Investments in Plastic Waste Management
Deliverable 4	Regional Guidebook on Phasing Out Single-Use Plastics
Deliverable 5	Extended Producer Responsibility (EPR) Handbook and Customized Toolkit
Deliverable 6	Regional Baseline Report (including on policies)
Deliverable 7	Guidebook for common methodologies for assessment and monitoring of plastic pollution
Deliverable 8	Regional Training Program on Plastic Waste Management

## COMPONENT 2. ESTABLISHING REGIONAL PLATFORMS TO PROMOTE INNOVATIONS, KNOWLEDGE, AND PARTNERSHIPS FOR PLASTICS CIRCULARITY

Deliverable 9	Regional Platform for Innovation and Investment
Deliverable 10	Web Platform/‘Marketplace’ for Investment/Innovation
Deliverable 11	Annual Technology/Innovation Expos
A	Resource Mobilization Strategy
B	Knowledge sharing/training
C	High-Level Policy Dialogue and Discussion
D	Regional behavioural change and communication playbook

# Component 1:

## Strengthen Institutions and Regional Policies for Plastics Circularity



# Regional Guidebook on Standards for Responsible Plastic Waste Trade, Sorted Plastics and Recycled Plastics

**Duration:** Q2 2024 – Q1 2025

**Objective:** To provide guiding principles and technical information needed to develop quality standards for trade in sorted plastic waste and recycled plastics to support the markets and ensure responsible plastic waste trade in the ASEAN region.

**Outcome:**

A user-friendly guidebook that provides a detailed and methodological understanding of existing standards for the trade of sorted plastic waste and recycled plastics, and coverage of the technical and regulatory considerations needed to enhance plastic waste markets and ensure responsible plastic waste trade. The Guidebook will provide critical principles for responsible plastic waste trade, relevant technical and capacity requirements relating to plastic waste quality standards, and suggestions for harmonization across the ASEAN region

# Scope of Work

## *Task 1. Stocktaking and comparative analysis*

Sub Task 1.1: Stocktaking analysis of available global, regional, and national policies, best practices, and standards on plastic waste trade, sorted and recycled plastics.

Sub Task 1.2: Comparative analysis on ASEAN plastic waste trade and recycling standards vis a vis international standards and good practices

## *Task 2. Development of the Guidebook, aligned with results of stocktaking and comparative analysis and proposals for common standards*

Sub Task 2.1 Develop principles and technical requirements

## *Task 3. Stakeholder consultations*

Sub Task 3.1 Stakeholder technical consultations

Sub Task 3.2 Governmental consultation

## *Task 4: Dissemination and awareness*

# 3

## EVALUATION CRITERIA



# Selection Criteria

1. Eligibility and Formal Criteria (Pass/Fail)
2. Qualification Criteria (Pass/Fail)
3. Technical Criteria (Numeric Score)
4. Financial Criteria (Numeric Score)

# 1. Eligibility and Formal Criteria

- 1) Bidder is eligible as defined in Instructions to Offerors, Article 4. In case of Joint Ventures (JV), all JV members should fulfill this requirement.
- 2) Completeness of the Proposal. All documents and technical documentation requested in Instructions to Offerors, Article 10 have been provided and are complete.
- 3) Bidder accepts UNOPS General Conditions of Contract as specified in Section IV.

## 2. Qualification Criteria

1. Bidders should be in the business of providing similar services in the past 3 years. The experience needs to be considered as similar services, like consultancy / material development in the field of marine plastic / environment

*In the case of JV, at least one of the JV members should fulfill this requirement.*

2. Bidder must provide a minimum of two (2) customer references from which similar services have been satisfactorily provided, within any of the last 3 years.

*The experience needs to be considered as similar services, like consultancy / material development in the field of marine plastic / environment*



### 3. Technical Criteria

Part 1: Bidder's Qualification, Capacity and Expertise	20 points
Part 2: Key Personnel proposed	20 points
Part 3: Quality Assurance and Sustainability Requirements	10 points
Part 4: Understanding of the Scope of Work and Implementation Strategy	30 points
<b>Total Technical Proposal Points</b>	<b>80 points</b>

- The maximum number of points that a bidder may obtain for the Technical proposal is **80**.
- To be technically compliant, Bidders must obtain **a minimum of 56 points**
- ***Minimum pass score: 70% of maximum 80 points = 56 points***

## 4. Financial Criteria

The maximum number of points that a bidder may obtain for the Financial Proposal is **20**. The maximum number of points will be allocated to the lowest evaluated price bid. All other prices will receive points in reverse proportion according to the following formula:

Points for the  
Financial Proposal  
of a bid being  
evaluated

$$= \frac{[\text{Maximum number of points for the Financial Proposal}] \times \{\text{Lowest price}\}}{[\text{Price of proposal being evaluated}]}$$

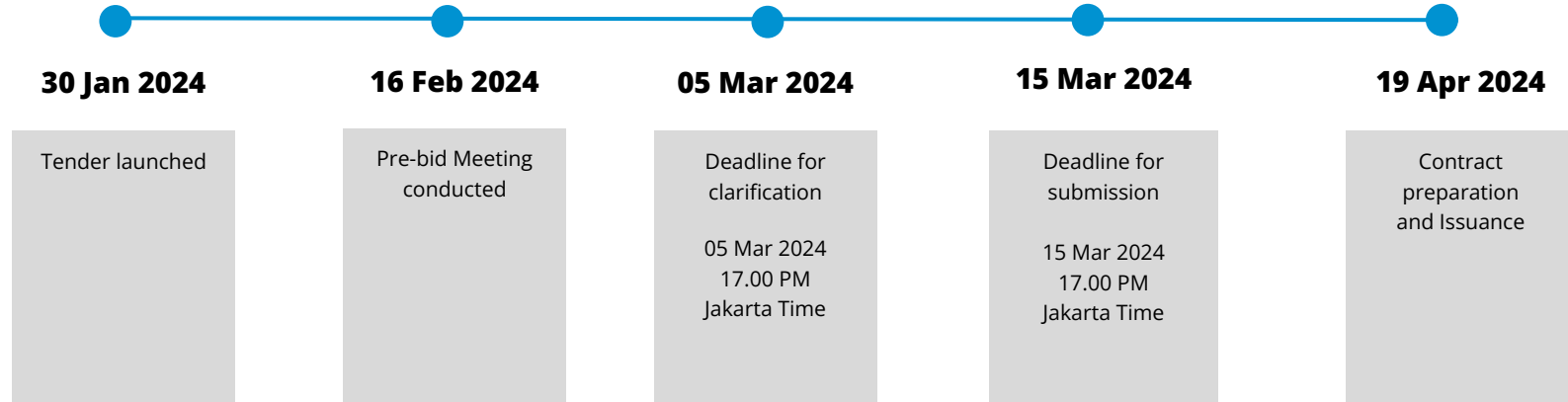
**Financial proposals will be evaluated following completion of the technical evaluation.**

The bidder with the lowest evaluated cost will be awarded (20) points. Financial proposals from other bidders will receive prorated points based on the relationship of the bidder's prices to that of the lowest evaluated cost.

# Cumulative Analysis

- 1) To select the contractor, a combination of **total Technical + total Financial Score** will be used
- 2) The weight of technical : financial offer is **80:20**

# Anticipated Timeline for the procurement



# Common Issues from Previous Submissions

Common Issue	Tips to Avoid the Issue
Not listing relevant past experience	Ensure to include all relevant information as required in the tender document - <i>3 years of continuous experience in delivering similar projects</i>
Not attaching financial statement in the proposal, incomplete personnel CV	Ensure to include all the documents per checklist
Including financial proposal in the technical envelope	This is a major issue and will result in automatic disqualification, hence, please ensure not to put any indication of financial offer in the technical envelope
Submitting a proposal utilizing its own format	Please submit the proposal following the Returnable Bidding Forms provided in the tender, to ensure all the components requested are covered in your proposal



**Q&A**



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