



## Request for Proposals (RfP)

### **Assessment of plastic pollution - mismanagement of plastic waste and plastic leakage – in the Shkumbin River, Albania.**

*Welcome to this Procurement by IUCN. You are hereby invited to submit a Proposal. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.*

1.1.

- Signed declaration of Integrity, Eligibility, and Environmental and Social Responsibility (see Attachment 4)

Proposals must be prepared in English.

4.2. Your Proposal must be submitted by email to the IUCN Contact (see



5.2.1.

Your Proposal will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that '0' is low and '10' is high.

5.2.2.

Proposals that receive a score of '0' for any of the criteria will not be considered further.

5.2.3.

Your score for each technical evaluation criterion will be multiplied with the respective relative weight (see Section 4.3) and these weighted scores added together to give your Proposal's overall technical score.

5.3.

The financial evaluation will be based upon the full total price you submit. Your Financial Proposal will receive a score calculated by dividing the lowest Financial Proposal that has passed the minimum quality thresholds by the total price of your Financial Proposal.

Thus, for example, if your Financial Proposal is for a total of CHF 100 and the lowest Financial Proposal is CHF 80, you will receive a financial score of  $80/100 = 80\%$

- 7.1. To participate in this procurement, you are required to submit a Proposal, which fully complies with the instructions in this RfP and the Attachments.
  - 7.1.1. It is your responsibility to ensure that you have submitted a complete and fully compliant Proposal.
  - 7.1.2. Any incomplete or incorrectly completed Proposal submission may be deemed non-compliant, and as a result you may be unable to proceed further in the procurement process.
  - 7.1.3. IUCN will query any obvious clerical errors in your Proposal and may, at Iw la



## *Attachment 1      Specification of Requirements / Terms of Reference*

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Project Reference : P03315

Donors reference: The project is financed by the Fonds Français pour l'Environnement Mondial (FFEM), with cofunding from MAE, MAVVA, Fondation Prince Albert II, BeMed, and MITECO.

### *Context*

The accumulation of plastic pollution in the environment is one of the greatest threats to ecosystems. Global plastic production has increased over the past 50 years, exceeding 300 million tonnes in 2015, and is expected

The Consultant will collaborate with the IUCN Centre for Mediterranean Cooperation (IUCN Med) to develop a tailored methodology for each phase of the project, aligned with the deliverables and the overall objectives of the consultancy. The methodology will follow a two-staged approach:

### *1. Establishing Baseline Data on Plastic Pollution*

The first objective is to establish a comprehensive baseline on plastic pollution levels in and along the Shkumbin River, particularly focusing on the contribution from three key sectors: hospitality (hotel, restaurant, and café), waste management, and sports. This report will provide a detailed understanding of the scope of plastic pollution, serving as a reference for identifying key areas of intervention.

The report will include measurements of plastic quantities found in and along the Shkumbin River. This will cover visible pollution (e.g., plastic bottles, bags, and packaging materials) and microplastics, depending on the data available and field observations.

### *2. Identifying Plastic Leakage Hotspots and Sources, and Providing Recommendations*

The second objective is to identify and analyze the origins of the mismanaged plastic waste and the plastic waste leakage hotspots in and along the Shkumbin River, mapping the pathways and sources that contribute to plastic pollution.

The consultant will conduct a thorough analysis of where plastic waste originates along the Shkumbin River. This will include sources upstream, midstream, and downstream (as defined from a geographical perspective), examining industrial zones, residential areas, tourism areas, sports facilities, and waste management sites. The report will analyze how plastic waste moves from various sources to the river. A combination of field observations, satellite imagery, and geographic information systems (GIS) to identify the key leakage hotspots where plastic accumulates will be used by the consultant.

Based on the hotspot analysis, the consultant will highlight shortcomings in the existing waste management and plastic reduction efforts, pointing to areas that require further action. Finally, the consultant is expected to provide specific, actionable recommendations to mitigate plastic leakage. This might include improving waste collection in targeted areas, enhancing drainage systems, implementing bans or restrictions on certain types of plastic, etc. The recommendations should take into consideration the waste hierarchy.

A central element of this consultancy is the identification of plastic leakage hotspots, which may draw on the results of Activity 18 (State-of-the-Art Review of Scientific Studies on Plastic Pollution in Albania) and 19 (Mapping plastic pollution in the Shkumbin River) of this project and on IUCN's previous work, particularly the "National Guidance for Plastic Pollution Hotspotting and Shaping Action." While this guidance offers a robust framework for identifying plastic leakage "hotspots", finding their impacts along the plastic value chain, and prioritizing actions, the consultant has the flexibility to propose alternative methodologies they deem well suited to the specific context, scale of implementation, and objectives of this activity. Another tool that can be considered is the Plastics Origins application developed by Surfrider Foundation.

The consultant is also encouraged to conduct field studies in locations such as landfills, wastewater treatment facilities, and waste sorting and management sites to gather relevant information when it is not available online, enhancing the accuracy and comprehensiveness of the data collected.

Another key aspect of this consultancy is its participatory approach. Throughout the various phases of the work, the consultant will engage with key stakeholders, including representatives from government, industry, and civil society, to share findings, gather feedback, and address any concerns or questions. This collaborative process is essential for ensuring that the results are not only scientifically robust but also practically relevant and aligned with the needs and priorities of those involved in the fight against plastic pollution. By





	sports. Data to be obtained also through field data from various waste sites, workshops, focus groups, and interviews with relevant stakeholders.	
2	: Presentation of sources and hotspots of plastic leakage and of targeted solutions for reducing plastic leakage.	1 May 2025
3	: Presentation of the findings from the benchmarking and hotspot analysis reports. Consideration of stakeholder feedback before finalizing reports.	15 May 2025

*Consultants profile*

IUCN Med is looking for a Consultant or team of Consultants specialising in plastic waste management in the Mediterranean basin. Given the scope of the work and the short deadlines, it is envisaged that individual consultants can team up with other experts to ensure that the team has:

Proponents must submit their Proposal to IUCN by email to [dario.pollicino@iucn.org](mailto:dario.pollicino@iucn.org) with the reference "Assessment of plastic pollution in the Shkumbin River, Albania.". Electronic copies must be sent in PDF format. Proposals shall be prepared in English and in the format specified in these ToR.

By participating in this ToR, Proposers are indicating their acceptance to be bound by the conditions set out in this ToR. Submitted information will be used in the evaluation of Proposals. Proposers are discouraged from sending additional information, such as brochures, that are not specifically requested.

## *Attachment 2 Declaration of undertaking*

I, the undersigned, hereby confirm that I am self-employed and able to provide the service independent of any organisation or other legal entity.

Full name (as in passport):

Home or Office (please delete as appropriate) Address (incl. country):

I hereby authorise IUCN to store and use the information included in the attached Proposal for the purpose of evaluating Proposals and selecting the Proposal IUCN deems the most favourable, including Personal Data as defined by the European Union's General Data Protection Regulation (GDPR). I acknowledge that IUCN is required to retain my Proposal in its entirety for 10 years after then end of the resulting contract and make this available to internal and external auditors and donors as and when reasonably requested.

I further confirm that the following statements are correct:

1. I am legally registered as self-employed in accordance with all applicable laws.
2. I am fully compliant with all my tax and social security obligations.
3. I am free of any real or perceived conflicts of interest with regards to IUCN and its Mission.
4. I agree to declare to IUCN any real or perceived emerging conflicts of interests I may have concerning IUCN. I acknowledge that IUCN may terminate any contracts with me that would, in IUCN sole discretion, be negatively affected by such conflicts of interests.
5. I have never been convicted of grave professional misconduct or any other offence concerning my professional conduct.
6. I have never been convicted of fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation.
7. I acknowledge that engagement in fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation will entitle IUCN to terminate any and all contracts with me with immediate effect.
8. I am not included in the UN Security Council Sanctions List, EU Sanctions Map, US Office of Foreign Assets Control Sanctions List, or the World Bank listing of ineligible firms and individuals. I agree that I will not provide direct or indirect support to firms and individuals included in these lists.
9. I have not been, am not, and will not be involved or implicated in any violations of Indigenous Peoples' rights, or injustice or abuse of human rights related to other groups or individuals, including forced evictions, violation of fundamental rights of workers as defined by the International Labour Organization's (ILO) Declaration on the Fundamental Principles and Rights at Work, child labour, sexual exploitation, sexual abuse, or sexual harassment.

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<Date and Signature>



1.1 The Consultant will [short description of the services] and perform the tasks and deliver the deliverables no later than the agreed deadline(s) as set out in the terms of reference attached as Annex I (the "Services").

1.2 IUCN reserves the right to request any reports (progress, financial or otherwise additional to those required under the Agreement), which could be considered to be reasonably required to evidence satisfactory performance under the Agreement. All financial



7.1 The Consultant undertakes to IUCN that he/she will duly pay the tax and national insurance contributions (such as but not limited to contributions to the social security system) which are due from him/her whether in Switzerland or elsewhere in relation to the payments to be made to him/her by IUCN pursuant to this Agreement.

7.2 The Consultant warrants that his/her performance of the Services under the terms of this Agreement will not infringe on the rights of any third party or cause him/her to be in breach of any obligation towards a third party.

7.3 The Consultant shall maintain at its sole expense liability and any other relevant insurance covering the performance of this Agreement. IUCN may require the Consultant to provide a certificate of insurance evidencing such coverage.

7.4 The Consultant represents and warrants that no part of the Remuneration shall be provided to, or used to support, individuals and organizations associated with terrorism as identified on any sanction list published by the European Union, the United States Government, the United Nations Security Council or other relevant agency or body.

8.1 The Consultant will not disclose or use, at any time during or subsequent to this Agreement, any confidential information of IUCN or any other non-public information relating to the business, financial, technical or other affairs of IUCN except as required by IUCN in connection with the Consultant's performance of this Agreement or as required by law. In particular, but without prejudice to the generality of the foregoing, the Consultant shall keep confidential all Intellectual Property and know-how disclosed to him/her by IUCN, which becomes known to him/her during the period of this Agreement or which he/she develops or helps to develop in providing the Services to IUCN.

8.2 The Consultant may communicate confidential information only to those of its employees who are directly and necessarily involved in the performance of this Agreement or who are bound to the Consultant by obligations no less stringent as the ones mentioned in this Agreement.

8.3 The Consultant shall:

8.3.1 not disclose to third parties (including news and social media) without express prior written consent of IUCN the contents of this Agreement and the results of work performed as part of the provision of the Services;

8.3.2 disclose know-how and other confidential information of IUCN which is provided by IUCN to the Consultant for the purpose of carrying out the Services only to those persons necessary to accomplish the Services and only to the extent necessary for the proper performances of the Services or to persons bound to the Consultant by obligations no less stringent as the ones mentioned in this Agreement.

8.4 The Consultant agrees to immediately notify IUCN in writing if he/she becomes aware of any disclosure in breach of the obligations of this clause 8. The Consultant shall be responsible for any breach of these obligations by its employees or subcontractors. The Consultant will take all steps necessary to prevent further disclosure.



All notes, memoranda, correspondence, records, documents and other tangible items made by the Consultant in

[name] [title] [name of IUCN Programme/Office] [address] [phone] [email]	[name] [title] [name of IUCN Programme/Office] [address] [phone] [email]
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In case the Contact Person is being changed, the authorized representative of each Party shall notify the other Party in writing (email accepted).

13.1 The Consultant shall comply with the principles and expected standards of conduct equivalent to those stipulated in Section 4 of the Code of Conduct and Professional Ethics for the Secretariat, available at





16.4.4 submit final technical and financial reports and any other materials, deliverables, works or other outputs created as at the date of termination under this Agreement.

17.1 The performance and interpretation of this Agreement will be subject exclusively to the laws of Switzerland, excluding its conflict of laws principles.

17.2 Any dispute arising out of or in relation with this Agreement that cannot be resolved amicably by the Parties or by way of mediation shall be submitted to the competent courts of Lausanne, Switzerland.

18.1 This Agreement is the complete understanding between IUCN and the Consultant and replaces all other agreements and

Date: \_\_\_\_\_

Date: \_\_\_\_\_



contract, provided that this sanction has not been contested by us or has resulted in a court decision overturning the termination for our exclusive fault;

2.5 Not having fulfilled our tax obligations according to the legal provisions of the country where we are established or those of the Client's country;

2.6 Being subject to an exclusion decision issued by the World Bank and listed accordingly on the published list at the electronic address <http://www.worldbank.org/debar> (in the event of such an exclusion decision, we may attach additional information to this Declaration of Integrity that would allow this exclusion decision to be considered irrelevant in the context of the Contract);

2.7 Having produced false documents or made false declarations in providing the information required by the Client in the context of the present procurement and award process of the Contract.

3. We certify that neither we, nor any member of our consortium, nor our suppliers, contractors, consultants, and subcontractors, are in any of the following conflict of interest situations:

3.1 Controlling the Client or being a subsidiary controlled by the Client, unless the resulting conflict has been disclosed to the AFD and resolved to its satisfaction.

3.2 Having business or family relations with a member of the Client's staff involved in the procurement process or the resulting contract supervision, unless the resulting conflict has been disclosed to the AFD and resolved to its satisfaction;

3.3 Controlling or being controlled by another bidder or consultant, being under the control of the same company as another bidder or consultant, receiving from or granting to another bidder or consultant directly or indirectly subsidies, having the same legal representative as another bidder or consultant, maintaining direct or indirect contacts with another bidder or consultant allowing us to access and provide access to the information contained in our respective bids or proposals, to influence them, or to influence the Client's decisions;

3.4 Being engaged for an intellectual services mission that, by i TJEel0eee4(r)(m, or )] TJET01ssio7(serik



6.1 We have not committed and will not commit any unfair practice (action or omission)

Name: \_\_\_\_\_ In the capacity of: \_\_\_\_\_ Duly  
authorized to sign for and on behalf of<sup>1</sup> \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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In the case of a grouping, enter the name of the group. The person signing the offer, proposal, or application on behalf of the bidder or consultant must attach the authorization granted by the bidder or consultant.