



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

NATIONAL CONSULTANT

Individual Consultancy to support Health Care Waste Management Project

Date: 01 Feb 2017

Procurement Notice No.: IC/TZA/2017/UNDP- 001

Duty Station: Dar-Es-Salaam

Eligibility: National Consultant

Description of the assignment

- Develop monitoring and evaluation indicators based on agreed criteria for overall project objectives and activities.
- Conduct Initial Assessment of Waste Generation and UPOPs release to the environment.
- Conduct mapping of HCW stakeholders & identify buyers for possible to be recycled materials generated from health care services.
- Develop an inventory of mercury containing devices in the four project participating hospital.
- Facilitate the dissemination, monitoring and evaluation of project implementation activities during the consultancy period.

Project name: Inclusive Growth and Sustainable Livelihood

Period of assignment/services: 3 Months

Separate technical and financial proposals detailing understanding of the TOR, Assignment methodology and work plan should be submitted through; icprocurement.tz@undp.org not later than Monday 13 February 2017 at 13:00 hrs. (Local time):

IMPORTANT NOTE:

The reference of the IC Procurement Notice No. **IC/TZA/2017/UNDP-001** (International Consultancy for the formulation of implementable **(Individual Consultancy to support Health Care Waste Management Project)** should be indicated on all correspondences.

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail address: tenders.tz@undp.org. UNDP Tanzania will respond in writing or by standard electronic mail to the requestor and share the answer with all invited offerors without identifying the source of inquiry. Please Quote/Ref/: **IC/TZA/2017/UNDP-001 (Individual Consultancy to support Health Care Waste Management Project)** in all inquiries.

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1. BACKGROUND

The Ministry of Health, Community Development, Gender, Elderly and Children with the support of UNDP in collaboration with WHO and Healthcare Without Harm (HCWH) is implementing a full size GEF funded project. The project strives to introduce best environmental practices (non-incineration healthcare waste treatment technologies) and mercury-free medical devices in four Sub-Saharan African countries including Tanzania to reduce harmful releases from the health sector. To kick start this initiative in Tanzania, the project will be implemented in five health facilities in Dar es Salaam Region (Muhimbili National Hospital, Mwananayamal Hospital, Mabgala Rangi Tatu Hospital, Sinza Hospital and Buguruni Anglican Hospital).

To help countries meet their obligations under the Stockholm and Minamata Conventions, the project will aim at supporting countries to improve the entire healthcare waste management chain in supported project facilities through improved classification, segregation, storage, transport and disposal, among else, it is expected that improved HCWM practices will reduce the spread of infections both at healthcare facility level as well as in places where healthcare waste is being handled, reducing human suffering and health care cost associated with improperly managed waste.

The regional project aims at reducing the reliance of African countries on heavily polluting low-cost low technology incineration equipment and creating a tipping point for the use of non-incineration technologies which will generate significantly less air pollutants than incinerators and other high-heat thermal processes.

Secondly, the use of non-incineration technologies can also provide for the opportunity to recycle disinfected waste fractions, in particular plastics, and allow Health care facilities to reduce their costs for waste treatment, by selling shredded plastics to recyclers.

2. DUTIES AND RESPONSIBILITIES

For detailed information on the tasks to be performed and expected deliverables, please refer to the Terms of Reference (TOR) attached.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

Academic Qualifications:

Profile of the National Consultant

Education:

- An advanced degree in environmental health science, public health or related to health care or an advanced degree in health care.

Experience:

- An advanced degree in environmental health science, public health or related to health care or an advanced degree in health care.

- A minimum of 6 years' previous related professional experience with preference given to candidates with professional experience in medical waste management;
- Five years' experience working with hospitals, health institutions, and health-related governmental and non-governmental organizations;
- Demonstrated professional experience and expertise in hospital waste management approaches, including experience in the design and implementation of sustainable, hospital-specific waste minimization and management programs in one or more countries;
- Ability to analyse policy documents, tools, and other resources related to health-care waste management;
- Knowledge of existing medical waste management system and challenges in the African region;
- Experience in stakeholder consultation and mobilization;
- Experience in other international/national development project

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

NOTE: Technical and Financial Proposals must be submitted separately. The two must NOT be combined.

i. TECHNICAL PROPOSAL

Interested Individual Consultants must submit the following documents/information to demonstrate their qualifications:

- (i) Explanation on why they are the most suitable for the work.
- (ii) Provide a brief methodology on how they will approach and conduct the work.

1. **Personal CV** including past experience in similar projects and at least 3 references with valid contact details (Please clearly indicate names, valid telephone numbers and e-mail addresses of referees).

ii. FINANCIAL PROPOSAL

The financial proposal shall specify a **total lump sum amount**, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output (For detailed payment schedule, please refer to the TOR attached). In order to assist the Requesting Unit in the comparison of financial proposals, **the financial proposal will include a breakdown of this lump sum amount.**

Travel:

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expense should be agreed upon, between the respective Business Unit and individual Consultant, prior to travel and will be reimbursed.

Proposed format for submission of Financial Proposal:

S/N°	Item/Description	Amount (TZS)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Other expenses (please specify if any)	

5. EVALUATION METHOD

Individual Consultants will be evaluated based on the following methodology:

Cumulative Analysis:

The contract will therefore be awarded to the Individual Consultant whose offer has been evaluated and determined as both:

- Responsive/compliant/acceptable, and
- Having received the highest score out of the pre-determined set of weighted technical and financial criteria specific to the solicitation:

* Technical Criteria weight: 70%

* Financial Criteria weight: 30%

Only candidates obtaining a minimum of 49% points in the technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<u>Technical :</u>	<u>70%</u>	<u>70</u>
<ul style="list-style-type: none"> Relevance of education (An advanced degree in environmental health science, public health or related to health care or an advanced degree in health care) 	10	10
<ul style="list-style-type: none"> Relevance of professional experience in conducting assignments of similar nature and scope 	25	25
<ul style="list-style-type: none"> Knowledge of the area of work and expectation from the activities being covered 	15	15
<ul style="list-style-type: none"> Experience in writing/publication 	15	15
<ul style="list-style-type: none"> Language skills 	05	05
<u>Financial:</u>	<u>30%</u>	<u>30</u>

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS



 Jeremiah Mallongo
 Deputy Country Director (O) a.i