



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Title of consultancy: Individual Consultant (IC) for Training on Waste Management Planning

COUNTRY: Botswana

DESCRIPTION OF ASSIGNMENT: The purpose of the training course is to capacitate central and local government staff to comply with Waste Management Act 1998 Section 9.1.

PROJECT NAME: Environment and Climate Change Response

PERIOD OF ASSIGNMENT/SERVICES: The assignment is expected to be completed within 3 months from December 2019 to February 2020. In this regard, it is important that the consultant sets realistic timeframes that will enable completion of the assignment in time, within budget and with desired results and impacts realized.

1. BACKGROUND

Waste management planning in Botswana is a statutory function of the local authorities as provided for under Section 9(1) of the Waste Management Act of 1998. The National Waste Management Plans will be developed from local waste management plans by the regulator. These waste management plans are expected to outline measures that will ensure the appropriate handling, storage, recovery, treatment and disposal of all the waste generated.

An understanding of waste quantity and composition is fundamental for planning of all waste management processes such as method and type of storage, type and frequency of collection, required crew size, method of disposal, and degree of resource recovery. The utility of the waste quantity and composition surveys extends beyond evaluation of present conditions, but also enables the prediction of future trends.

The waste management planning system in Botswana is limited by a number of factors which include amongst others skills gap, funding, staffing, institutional arrangement, policy direction,

legal framework, guidelines, inadequate data etc. There is therefore a need to close this gap through capacitation of both local authorities and central government on waste management planning.

The purpose of this Terms of Reference (ToRs) is to set out the objectives, the scope of the service and the deliverables (duties and responsibilities) of the consultant providing the training service on waste management planning. It is envisaged that this training will serve as a platform for collection and archiving of waste management data to support planning at national and local level.

DETAILED TERMS OF REFERENCE and instructions to bidders should be obtained from: <http://procurement-notices.undp.org>

2. SUBMISSION REQUIREMENTS

Proposals should be submitted in a sealed envelope clearly labelled:

“Individual Consultant (IC) for Training on Waste Management Planning in Botswana”

and be submitted to:

The Resident Representative
United Nations Development Programme
P.O. Box 54
Gaborone, Botswana

OR by email to procurement.bw@undp.org

3. SUBMISSION DATE: Proposals should be submitted to the address above no later than **12.00 Noon Botswana Time** on the **15th November 2019**

4. REQUEST FOR CLARIFICATION: Any request for clarification must be sent in writing, or by standard electronic communication to enquiries.bw@undp.org UNDP Botswana will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of the inquiry to all prospective candidates.

NOTE: *Consultancy firms/companies interested in applying for this assignment are free to do so provided they submit a CV of only one qualified consultant and present its bid in a manner that would allow for evaluation of the bid in accordance with the evaluation criteria specified in these solicitation documents. That is, the experience required is that of the individual whose CV would have been submitted by the company rather than that of the company. In this regard, the company by submitting a CV is bidding as an individual bidder rather than a company/firm.*

Further, if the submitted bid wins, the ensuing contract will be between the UNDP and the company/firm, not the individual.