TERM OF REFERENCE (TOR) MEDICAL WASTE DISPOSAL SERVICES

Background

The United Nations (UN) Clinic, administered by UNDP Liberia, is charged with the responsibility to provide primary clinical care and occupational health services to all locally and internationally recruited personnel of the UN Common System and their recognized dependents. As a health facility, the clinic produces medical waste that must be disposed of properly according to the standards of the United Nations Department of Medical Services, the National Public Health Institute, the Ministry of Health, and the Environmental Protection Agency of the Republic of Liberia.

If disposed improperly, medical waste posed a serious threat to individuals and the environment.

Scope of Work

This is to provide high quality medical waste removal from the premises of the UN Clinic, proper transportation, separation, and disposal.

1. Deliverables
   The scope of the contract shall include but not limited to the following:
   - Weekly collection of medical waste from the UN Clinic
   - Transportation of medical waste to disposal site
   - Separation of waste
   - Disposal of waste to include Chemical disinfection, incineration, and use of landfill dumping sites

2. Supplies and Equipment
   The contractor will provide appropriate vehicle for transportation of waste. They must also have an incineration site or have access to such as well as other waste disposal sites.

3. Premises
   Potential bidders will be welcome to visit the PAP compound, the location of the UN Clinic, to assess prior to submitting their bid.

4. Work Schedule
   The pickup schedule shall be weekly and as needed. The contractor will work at least two or three times a week with the designated clinic staff to set the schedule and access modalities.

5. Duration of Contract
   The contract will be initially for six months with the possibility of extension, subject to satisfactory performance.
6. **Qualification of Contractor**

- Proven record in rendering satisfactory services to medical facilities
- Have designated waste transport vehicle
- Experienced in medical waste management
- Proven access to incinerator
- Proven access to landfill waste disposal site
- Possession of permit for medical waste disposal from the Environmental Health Division of the National Public Health Institute (NPHIL)
- Possession of permit from the Environmental Protection Agency (EPA) to do waste disposal
- Business Registration
- Tax Clearance
- List of clients served

Cost reflected on Quotation should be based on monthly basis.

Signed:
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