

**Call for Expression of Interest for Experts on “Industrial Symbiosis in İzmir Region Project”**  
**REF: UNDP-TUR-EOI-CCE-2023-01**

**INSTRUCTIONS TO APPLICANTS**

<b>General</b>		
<b>1</b>	<b>Eligibility</b>	This “Call for Expression of Interest” is open for Individual Consultants for Industrial Symbiosis Project in İzmir Region being implemented by İzmir Development Agency (İZKA) under the Ministry of Industry and Technology and UNDP Türkiye.
<b>2</b>	<b>Purpose</b>	Purpose - The aim of the call is to establish a qualified pool of experts who can mentor, provide guidance, technical knowledge and deliver professional services on a short-term or retainer basis to be used for the Industrial Symbiosis in İzmir Region Project within the scope of industry and experts’ collaboration. The areas, for which the professional services will be procured, are listed in Attachment 1 (Generic Terms of Reference).
<b>3</b>	<b>Deadline</b>	The Call for Expression of Interest will be open until 31.12.2023 (subject to extension, as needed by UNDP).
<b>Preparation and Submission of Applications (Expression of Interest)</b>		
<b>4</b>	<b>Language</b>	All applications should be made in English Language. Applications in languages other than English Language may be automatically eliminated by UNDP without a further request for clarification and/or completion.
<b>5</b>	<b>Submissions</b>	All submissions and inquiries shall be emailed to <a href="mailto:tr.icproposal@undp.org">tr.icproposal@undp.org</a> . The subject line must be indicated as, REF: <b>UNDP-TUR-EOI-CCE-2023-01</b>
<b>6</b>	<b>Documents</b>	Submissions shall include Application Form (Attachment 2) and CV.
<b>7</b>	<b>Validity period</b>	All applications shall be valid until 31 December 2023 unless otherwise specifically noted by the applicant.
<b>Evaluation and Award of Contract</b>		
<b>8</b>	<b>Step 1: Expression of Interest &amp; Long listing</b>	<p>The applications (expression of interest) will be reviewed by a screening committee against the minimum requirements, defined in the attached generic terms of reference. Applicants meeting the minimum requirements (<u>pass/fail</u>) will be included in the roster.</p> <p>Screening process will be repeated every 30 days (or more frequently when needed) to review the incoming applications and expand the roster accordingly.</p> <p><u>The outcome of the long-listing process is a roster of experts meeting the minimum requirements of the generic terms of reference, categorized in accordance with the level, type and area(s) of expertise of the experts.</u></p> <p><u>UNDP does not guarantee invitation of all long-listed candidates for proposal submission.</u></p>
<b>9</b>	<b>Step 2: Procurement Notice &amp;</b>	The project management unit that will deploy an IC/ICs will prepare specific Terms of Reference (ToR) for each assignment. Assignment-based specific terms of reference will include (a) specific set of required qualifications and (b) the level, type, and area(s) of

	<p><b>Short-listing and evaluation</b></p>	<p>expertise, required for fulfillment of the assignment.</p> <p>The experts selected out of the roster for provision of proposals will be invited via email. <u>UNDP does not guarantee invitation of all shortlisted candidates for proposal submission.</u></p> <p>The invitees will be provided with the opportunity to update their CVs with a view to highlight their qualifications and experience that are most relevant to the requirements of the specific Terms of Reference.</p> <p>A short-listing committee will review and evaluate the proposal of candidates, based on the specific set of qualifications, indicated in the assignment-based specific terms of reference and price proposal.</p> <p>Only successful candidates will be contacted as a result of the process.</p>
<p><b>10</b></p>	<p><b>Award Criteria</b></p>	<p>To be specified in the procurement notices.</p>
<p><b>Others</b></p>		
<p><b>11</b></p>	<p><b>Attachments</b></p>	<p>Attachment 1: Generic Terms of Reference</p> <p>Attachment 2: Application Form</p> <p>Attachment 3: General Terms and Conditions</p>
<p>* All the applications will be received through email. UNDP will not assume any responsibility for any failure regarding transmission and/or receipt of emails. UNDP will not accept any liability and/or cannot be kept liable for not receiving email submissions that are rejected by its servers due to the excessive size of the email (e.g. larger than 30 MB), virus, spam etc. No phone inquiries will be accepted regarding receipt of applications.</p> <p>** The UNDP reserves the right to cancel the application, evaluation and/or the award process and reject all applications at any time prior to award of an agreement without incurring any liability to the affected applicants. Only shortlisted candidates will be contacted.</p> <p>*** UNDP implements several projects and programmes, applications to this call for expression of interest will be considered for specific projects. Candidates to be long listed may not be automatically considered for other opportunities.</p>		

Attachment 1:		Generic Terms of Reference
1	<b>Background</b>	<p>Industrial Symbiosis in İzmir Region Project is carried out in cooperation with UNDP Türkiye and İzmir Development Agency (İZKA). Industrial Symbiosis in İzmir Region Project aimed to provide an enabling environment for industrial symbiosis to protect natural resources through better use of these resources, to improve human and environment health through decreasing the amount of industrial waste through innovative, environment-friendly, and sustainable synergistic industrial symbiosis links and to diversify supply-chain relations in the industry to increase resilience to disasters.</p> <p>Industrial Symbiosis in İzmir Region Project aims to engage key stakeholders with industrial symbiosis perspective and increase their theoretical and implementation-related capacity of such practices.</p> <p>In order to achieve abovementioned goals and address the barriers, the project has been organized into five components:</p> <ul style="list-style-type: none"> <li>• Establishment of a Platform for İzmir Region’s Industrial Symbiosis Programme (IRISP)</li> <li>• Outlining Research and Development Dimension of IRISP</li> <li>• Outlining Policy Dimension of IRISP</li> <li>• Implementation of IRISP in İzmir Region</li> <li>• National Scale Replicability of IRISP as Turkey Industrial Symbiosis Programme (TISP)</li> </ul> <p>The target groups of this call are experts, who would like to be experts in the field of industrial symbiosis.</p> <p>The project also seeks to promote gender equality and women empowerment, to the extent relevant and feasible with the scope of the project. Close collaboration with women will be established through representatives of private sector, academia, government institutions, civil society organization and all relevant stakeholders in order to equal participation of men and women representatives. The companies having majority of workers, companies whose board are composed of women will be specifically reached out for stakeholders and participatory approach within the scope of the project.</p>
2	<b>Purpose and Scope</b>	<p>Industrial symbiosis programmes should always be backed up by Research and Development (R&amp;D), technical support, innovation, experts, and consultants ready to work in this area whenever needed. With the outlining research and development dimension of İzmir Region’s Industrial Symbiosis Programme (IRISP) component, the project will build up a R&amp;D infrastructure specific to industrial symbiosis and create a pool of high caliber national experts who are ready to provide their technical and experiential background with industries to strengthen the programme’s implementability. Under this component of the Industrial Symbiosis in İzmir Region Project, a pool of experts will be created to serve for collaboration between private sector and experts.</p> <p>The experts are to be involved in different short-term consultancy positions with regards to mentioned areas in Attachment 1 Section 3: Nature of Services and Areas of Expertise.</p>

3	<b>Nature of Services and Areas of Expertise</b>	<p><b><u>Experts:</u></b></p> <p>Selected experts from this pool of experts will support research and development dimension of the project with their expertise and technical knowledge in the area of industrial symbiosis as needed. Experts will support academic studies between academics at the identified universities and private sectors to support university and private sector partnerships.</p> <p>Experts will provide guidance to the possible private sector partners that are voluntary for industrial symbiosis when synergistic relations are occurred. Experts will provide support to the partners by feasibility reports, analysis, and technical knowledge on what best works in regard to synergistic relations.</p> <p>Experts will be responsible for meeting with the partners from private sectors, OIZs, and government institutions to share their specific expertise. Their commitment will be sought according to the needs of synergic relations and possible sectoral matchmaking. They will be assigned to possible private sector partners to provide consultancy.</p> <p>Applicant are expected to have knowledge and previous experience on industrial symbiosis.</p>
	<b>General Required Qualifications and Experience</b>	<p><b><u>Experts:</u></b> In order to be longlisted, an applicant must possess the following qualifications and experience:</p> <ul style="list-style-type: none"> <li>• <b>Education:</b> Bachelor’s degree in the field of natural sciences, engineering, and other related fields.</li> </ul> <p>(PhD degree is an asset in relevant fields and other related fields)</p> <ul style="list-style-type: none"> <li>• <b>General Professional Experience:</b> A minimum of 10 years of general professional experience in relevant fields as an expert/researcher.</li> <li>• <b>Specific Professional Experience:</b> At least 3 years of experience in the subjects of industrial symbiosis, recycling, resource efficiency, clean production, circular economy, green cluster, green economy, climate change, green financing, lifecycle assessment, and/or waste management.</li> </ul> <p>(Note: obligatory military service, internships and experience gained prior to obtainment of a university degree is not considered professional experience)</p>
5	<b>Duration</b>	Services will be delivered between 2023 and 2025
6	<b>Other Considerations</b>	<p>The following matters, if applicable, will be specified in the specific Terms of Reference:</p> <ul style="list-style-type: none"> <li>• Detailed description of task and duties of the experts,</li> <li>• Detailed description of required qualifications and experience,</li> <li>• Outputs to be delivered by the experts and payment terms and conditions,</li> <li>• Timeframe and number of working/days to be invested by the experts,</li> <li>• Duty station,</li> <li>• Place of work,</li> <li>• Logistical arrangements,</li> <li>• Facilities to be provided.</li> </ul>

<b>Attachment 2:</b>	<b>Application Form</b>
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**PART A: Personal Information**

<b>Name(s)</b>	
<b>Last Name</b>	
<b>Nationality</b>	

**PART B: Qualifications and General Professional Experience**

**Experts:**

Please answer the following questions	Yes	No
Do you have a bachelor’s degree in the field of natural sciences, engineering, and other related fields?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have at least 10 years of general professional experience in relevant fields as an expert/researcher?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have at least 3 years of experience in the subjects of industrial symbiosis, recycling, resource efficiency, clean production, circular economy, green cluster, lifecycle assessment, and/or waste management?	<input type="checkbox"/>	<input type="checkbox"/>

**PART C: Broad Areas of Specific Professional Experience**

**Experts:**

Please tick the appropriate boxes to demonstrate level and type of your experience in the following industries (details provided in Section 3 of Generic ToR):	At least 3 Years Experience	At least 10 Years Experience	International Experience
Agriculture			
Automotive Industry			
Cement Industry			
Construction Industry			
Food Processing Industry			
Iron-Steel Industry			
Logistic Industry			
Oil and Gas Industry			
Other Industries*			
Renewable Energy Industry			
Textile Industry			
Waste-Management Sector			
Wooden Industry			

**\*If you choose Other Industries above please specify:**

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Call for Expression of Interest

Please tick the appropriate boxes to demonstrate level and type of your experience in the following fields (details provided in Section 3 of Generic ToR):	At least 3 Years Experience	At least 10 Years Experience	International Experience
Agriculture			
Agriculture Technologies			
Business model development			
Business strategy			
Carbon Emission			
Circular Economy			
Clean Production			
Climate Change			
Eco-industrial Development			
Funding & Capital			
Green Cluster			
Green Economy			
Green Financing			
Human Resources Management			
Industrial Ecology			
Industrial Symbiosis			
Lifecycle Assessment			
Logistic			
Product & Design			
Recycling			
Renewable Energy			
Resource Efficiency			
Resource Management			
Resource Matching			
Sustainable Development			
Sustainable Manufacturing			
Team management			
Waste Management			
Waste Valorization			