

**Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC)**

**UNEP - Mediterranean Action Plan**

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**Terms of reference (TOR) for the recruitment of a technical expert/consultancy based in Tunisia with knowledge of chemicals management to provide technical assistance on the implementation of the prevention approaches for 2 new POPs (PFAs, HBCD)**

**GEF-Funded Mediterranean Sea Programme (MedProgramme) on Enhancing Environmental Security (2019-2024)**

**Component1:** Reduction of Land Based Pollution in Priority Coastal Hotspots, and measuring progress to impacts / **Child Project 1.1**  
“Reducing Pollution from Harmful Chemicals and Wastes in Mediterranean Hot Spots and Measuring Progress to Impacts” / **Output 1.3**  
“Reducing Pollution from Harmful Chemicals and Wastes in Mediterranean Hot Spots and Measuring Progress to Impacts”

***Warning: due to the current situation of the COVID-19 and unpredictable future events, the following TORs are not binding and can be modified in agreement with the selected expert***

## About the position

The Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC) is seeking an independent expert/consultancy to support SCP/RAC in the development of activities focusing on new POPs prevention in Tunisia. In particular, the expert will provide external support to SCP/RAC in the implementation process of the inventorying, sampling and substitution of these chemicals with safe alternatives. The expert will also be involved in specific activities aiming at providing policy support to Tunisia in strengthening regulation regarding toxic chemicals and training/awareness raising on alternatives to toxic chemicals.

The duration of this first consultancy is estimated until the end of September 2022.

## CONTEXT TO SCP/RAC's INSTITUTIONAL FRAMEWORK

The Regional Activity Centre for Sustainable Consumption and Production (hereinafter SCP/RAC) is a centre for international cooperation on development and innovation based on the sustainable consumption and production approach (hereinafter SCP). It is attached to the Catalan Waste Agency (Agencia de Residus de Catalunya, referenced as ARC).

The Centre is one of the Regional Activity Centres established in the framework of UNEP/Mediterranean Action Plan (hereinafter UNEP/MAP), the programme of UN Environment established to support the member countries of the Barcelona Convention for the Protection of Marine Environment and the Coastal Region of the Mediterranean. Since 2009, the Centre also operates in support of the Stockholm Convention, an international agreement involving 180 countries to fight against the generation of persistent organic pollutants, highly polluting and toxic substances. SCP/RAC has the mandate from the Barcelona and Stockholm Conventions to provide assistance to their Contracting Parties in fulfilling their commitments under those treaties, particularly through the support to the countries to shift to sustainable consumption and production patterns and circular economy.

In the performance of its mandate, SCP/RAC fosters the introduction of solutions on eco-innovation, marine litter/plastic pollution prevention, circular economy and safe alternatives to toxic chemicals through the provision of advisory services, technical assistance, innovative training materials, networking services and accompaniment in the implementation of measures. SCP/RAC also leads a comprehensive support programme for the creation and development of green, circular business models and enterprises.

Given its particular experience on the prevention of toxic chemicals in the Mediterranean region, SCP/RAC is involved in the execution of the Mediterranean Sea Program: Enhancing Environmental Security (MedProgramme GEF Reference: ID 9607), funded by the Global Environmental Facility Trust Fund together with UNEP/MAP (one of the executing Agency) and UNEP (implementing agency).

## BACKGROUND/ DESCRIPTION OF THE PROBLEM AT STAKE

The continuing degradation of the Mediterranean coastal zone and marine environments, coupled with the urgent growing impacts of climate variability, the loss of livelihoods and dramatic deterioration of social conditions along critical sections of the Southern and Eastern Mediterranean shores, prompted the development of the Mediterranean Sea Programme: Enhancing Environmental Security (MedProgramme).

The coastal populace of the Mediterranean show significant diversity in terms of socioeconomic and gender aspects, leading to different population subgroups showing varying susceptibilities and vulnerabilities. Risks arising from pollutants and hazardous substances often work as threat multipliers, meaning although **chemical pollution and hazardous substances** have blanket exposure on general populations, the ramifications and long-term effects of these conditions vary. Threat multipliers exacerbate present conditions of poverty and lack of economic capital, lack of health equity and access, and gender and sociocultural differences, leading to different coping capacities of population subgroups.

In recent years, a number of POPs have been listed under the Stockholm Convention, we call these 'new POPs' since they have been more recently listed under the Convention. There is limited evidence of their impacts **specifically on the Mediterranean Sea**. However, in the scoping phase of the MedProgramme and via the country NIPs, the use of 3 of these new POPs was confirmed in Lebanon, Tunisia and Morocco as priority chemicals in specific sectors:

1. **Perfluorooctanesulfonic acid (PFOS):** In 2009 Parties decided to list perfluorooctane sulfonic acid (PFOS), its salts and perfluorooctane sulfonyl fluoride (PFOSF) in Annex B to the Stockholm Convention (decision SC-4/17). In 2019 Perfluorooctanoic acid (PFOA), its salts and PFOA-related compounds were listed in Annex A for elimination, with specific exemption. And more recently, the POPs Review Committee adopted a decision recommending that the Conference of the Parties consider listing PFHxS, its salts and PFHxS in Annex A to the Convention without specific exemptions (decision POPRC-15/1).

**The use of firefighting foam containing PFOS** and other perand polyfluorinated alkylated substances (PFAS) has resulted in the contamination of ground water, drinking water and surface water in many countries including the Southern Mediterranean Sea, which are considered to be particularly vulnerable to water stresses and shortages under current climate change scenarios.

Climate stresses are also predicted to increase the frequency and weather-driven danger of fires in the Mediterranean region, resulting in increased need and extent of application of firefighting foams. PFOS is added in firefighting foam concentrates at levels between 1 to 10%, and then further diluted in water to produce the foam, such that 1 tonne of PFOS will generate between 16 to 33 tonnes of POPs waste foam with concentrations of PFOS above the low POPs limit of 50ppm. In addition to disposing of waste foams, the Stockholm Convention guidance also recommends that the wastewater from fire-fighting be gathered and managed in an environmentally sound manner. Failure to treat firefighting water has led to contamination of drinking water sources in Germany and the US. USEPA found that the drinking water of at least 6 million citizens has PFOS/PFOA levels above the health advisory level; while in Germany, remediation of PFOS contamination at Dusseldorf Airport, including drinking water sources and a nearby lake, is estimated to cost 100m euro to remediate.

2. **Hexabromocyclododecane (HBCD)** In 2013, the Conference of the Parties listed HBCD in Annex A with specific exemptions for production and use of HBCD for expanded polystyrene (EPS) and extruded polystyrene (XPS) in buildings. HBCD is a category of brominated flame-retardants, used in the Mediterranean in expanded polystyrene foam (EPS) and extruded polystyrene foam (XPS) in building insulation, and leading to exposure from products and dust at home and the workplace. HBCD is used at

concentrations between 0.5 to 2.5%, such that 1 tonne of HBCD results in the contamination of 100 to 200 tonnes of EPS/XPS.

3. **Small chain chlorinated paraffins (SCCP) were** listed under Annex A of the Stockholm Convention in May 2017. This means that SCCP production and use must be eliminated by 2024. SCCPs are used as fat-liquoring in leather; plasticizers in sealants, flexible polyvinyl chloride, additives in rubber, waterproofing and fire-retardant paints; industrial oil in metal processing and lubricant.

## OBJECTIVE OF THE MEDPROGRAMME

The GEF/UN Environment “Mediterranean Sea Programme (MedProgramme): Enhancing Environmental Security” (2019-2024) represents the first GEF programmatic multi-focal area initiative in the Mediterranean Sea. It will operationalize priority actions to reduce major transboundary environmental stresses in its coastal areas while strengthening climate resilience and water security and improving the health and livelihoods of coastal populations.

As such, the MedProgramme is based on the success of the partnership between UNEP/MAP, the GEF and the 22 contracting parties to the Barcelona Convention. It is based on an overview of change that can generate a series of 8 interconnected components (projects) to move towards "A healthy Mediterranean with productive and biologically diverse marine and coastal ecosystems that contribute to sustainable development for the benefit of present and future generations".

More specifically, it aims to accelerate the implementation of agreed priority actions to reduce the main transboundary environmental tensions affecting the Mediterranean Sea and its coastal areas, while strengthening climate resilience, water security and improving health, in addition to increasing the livelihoods of coastal populations.

It will be implemented in ten beneficiary countries sharing the Mediterranean basin: Albania, Algeria, Bosnia and Herzegovina, Egypt, Lebanon, Libya, Montenegro, Morocco, Tunisia and Turkey. Its eight Child Projects cut across four different Focal Areas of the Global Environment Facility Biodiversity [BD], Chemicals and Waste [CW], Climate Change Adaptation [CCA] and International Waters [IW]) and involve a wide spectrum of developmental and societal sectors ranging from banking institutions, the private sector, governmental and non-governmental bodies, industry, research, media, and various other organizations including Regional Activity Centres.

The MedProgramme is structured around 4 components:

- Component 1: Reduction of Land Based Pollution in Priority Coastal Hotspots and Measuring Progress to Impacts
- Component 2: Enhancing Sustainability and Climate Resilience in the Coastal Zone
- Component 3: Protecting Marine Biodiversity
- Component 4: Knowledge Management and Programme Coordination

SCP/RAC is mainly involved in the implementation of component 1, as described in the next section.

## COMPONENT 1 - CHILD PROJECT 1.1

Under Component 1, SCP/RAC will be more particularly involved under Child Project 1.1, aiming to improve human health and coastal habitats, through the reducing pollution from harmful chemicals (POPs and mercury) and waste in Mediterranean hotspots and measuring progress to impacts. Hence, the project will focus on land-based sources of hazardous chemicals pollution, namely Persistent Organic Pollutants (POPs) banned under the Stockholm Convention, and mercury banned under the Minamata Convention. This work will complement actions by partners under Child Projects 1.2 and 1.3 which will focus on wastewater as a source of excess nutrient pollution to the Mediterranean.

Based on the problem and objective analysis the child project 1.1 has been designed around:

- a) Engaging with participating country governments on the provision of disposal options (for POPs) and long-term containment (for mercury) through Output 1.1 and 1.2 led by UNEP/MAP-MEDPOL; and
- b) Raising awareness on new POPs in products and mercury in the healthcare sector, through targeted pilot activities to introduce alternatives through Output 1.3 and 1.4 led by SCP/RAC.

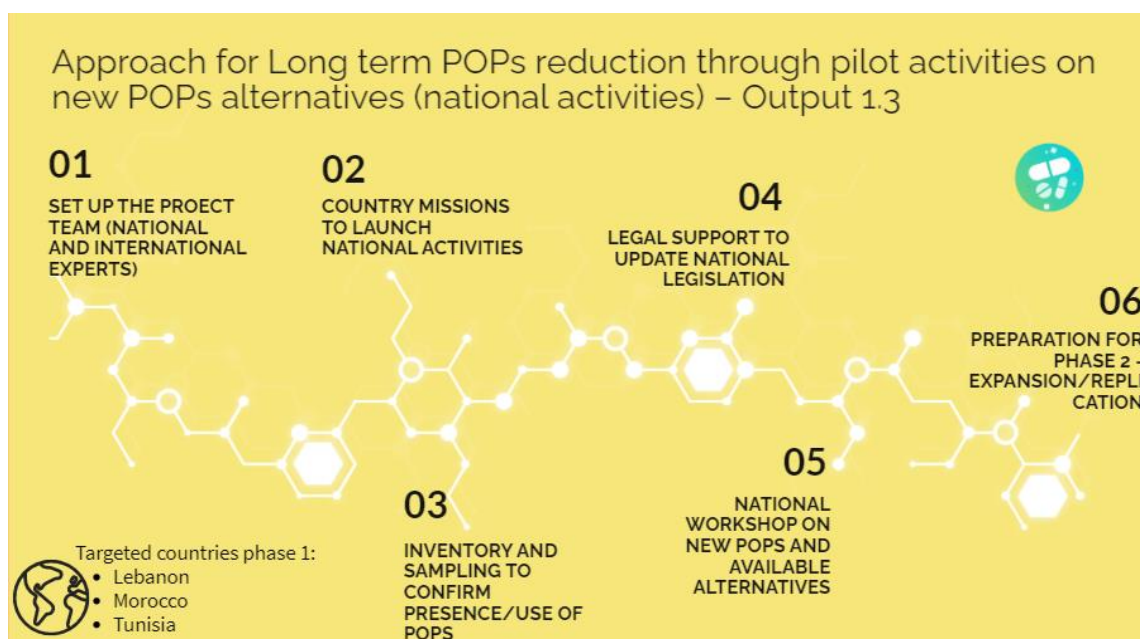
These ToRs are related to the execution of '**Output 1.3. of Child project 1.1: Long term POPs reduction through pilot activities on new POPs alternatives**', under the responsibility of SCP/RAC, which seeks to demonstrate the practical replacement of new POPs through the adoption of environmentally sound alternatives in Mediterranean countries. The first phase of the programme will beneficiate to Lebanon, Morocco and Tunisia.

In the case of Tunisia, the prevention of the new POPs identified in the Stockholm Convention National Implementation Plans (NIPs) will be focused on the following chemicals and sectors:

- **PFOS will target Civil Defence and public firefighting organizations**, as these are the single largest users of PFOS foams; and also due to the direct application of large volumes of foams directly onto soil and surface waters. While the gas & oil, and restaurant extinguishers sectors also import large volumes of PFOS, and may discharge unused foams directly to sewers, these are more dispersed among multiple users and not cost effective for a first pilot project to address.
- **HBCD will target importers of EPS/XPS pellet and manufacturers of EPS/XPS insulation panels** and architects, engineers, financiers and standard setting and procurement bodies who may have a role in setting specifications for building developments. Users in the building sector were prioritized over textiles in vehicles, because of a more limited number of users in the building sector, compared to textiles that are in every imported-in service vehicles, trucks, etc.



Output 1.3 will be structured around the following set of activities, described in the graphic below. Its implementation will be coordinated by SCP/RAC, supported by a small team of international and national experts:



The country baseline and initial targets for **Tunisia**, developed during the preparation phase of the project are available in **Annex I**.

## ACTIVITIES, TASKS AND EXPECTED DELIVERABLES

The objective of the expert's mission within the context of these Terms of Reference will be **to provide technical assistance to achieve the practical replacement of 2 new POPs, listed in Annex A of the Stockholm Convention, through the adoption of environmentally sound alternatives in Tunisia**. The proposed mechanisms to effect change and change practices toward substitution of new POPs are similar for the 2 different chemicals/sectors and are grouped into three main action points (A, B, C) detailed below.

The national consultant will work under the direct supervision of SCP/RAC and will be supported by an international POPs consultant recruited by the centre to support the overall implementation of Output 1.3. The national consultant will be responsible for the following tasks to be conducted in Tunisia:

- A. DEVELOP AN ACCURATE INVENTORY AND DATABASE:** An inventory for the priority sectors identified and database of current user and quantities of use of new POPs. The existing NIP update inventories will be confirmed and quantified using product sampling to confirm the presence of POPs and by environmental sampling to confirm presence and impacts in priority endpoints (soil, surface water).

**TASK A.1: Identification of the main actors/representatives** of the Ministries and/or contracting managers, in order, on the one hand, to arrange the project start visits that the main consultant will carry out and, on the another, all reference contacts for the implementation of new protocols and the improvement of regulations relating to the presence of POPs.

Under this task, the national consultant will have to submit the following deliverables to SCP/RAC:

1. A detailed list of all actors involved at the country level, including their role, relevance and contact details.
2. A schedule with all the meetings for the initial country mission.
3. A meeting report detailing the objectives and outcomes of the meetings carried out (to be prepared with the international POPs consultant).

**TASK A.2: Conduct an inventory** which shall follow the instructions provided by the international POPs consultant, consisting of developing questionnaires to be filled in with data provided by representatives of industry, import or export companies, government and data provided by the SCP/RAC on previous inventories (those conducted by states in accordance with the Stockholm Convention). In general, when completing the questionnaire data, the technical expert must provide technical assistance to employers in providing data or completing the questionnaires. They will also have to follow the guidelines of the main consultant in the preparation of both the inventory and the questionnaire.

This inventory MUST include the following sections:

- **Imported products:** List of imported products. The trade name of the product, the CAS number of the ingredients and the quantities during the last 3-5 years,
- **Importing company** the name of the importing companies, their tax number identification number and the registered office must be included, in more than the contact details of the country of import and the country of origin (if applicable).
- **Production companies:** list of production companies. The name of the products and the quantities of the product as well as the name, tax identification, registered office and contact details of the company must be included.
- **Sampling data:** list with the indication of the sampling sites (UTM coordinates), the person responsible for the user company that attended to each sampling and the documentation consulted.

The national consultant will have to submit the following deliverables to SCP/RAC:

4. The full inventory in the form of excel with all the sections completed
5. A risk assessment table indicating the anticipated ease to access the sampling sites and any possible setbacks that might need specific attention.

**TASK A.3: Facilitate the collection of samples** in the responsible laboratories. An international laboratory will be contracted by SCP/RAC in order to analyse samples that could contain PFAs, HBCD or SCCPs. The national consultant will have an important role to play in facilitating the process for the collection of samples to be done by national laboratories and sent to the international laboratory for the analysis.

- For PFOS, the inventory will cover import and use of PFAS, PFOA, and/or PFHxS and other PFAS chemicals. Sampling of PFOS in soil/ groundwater in key fire incident sites.
- For HBCD, companies importing or using EPS/ XPS pellets, including sampling of pellets to confirm and quantify HBCD presence and concentration

The national consultant will have to submit the following deliverables to SCP/RAC:

6. A calendar with the schedule for the collection of samples
7. Coordination report that will summarize and take stock of the sampling carried out and the associated incidents.

## **B. PROVIDE SUPPORT FOR THE UPDATE OF THE NATIONAL REGULATORY FRAMEWORK RELATED TO NEW POPs, IN LINE WITH THE STOCKHOLM CONVENTION**

This activity will aim at supporting the update of the current legislation with mandatory provisions to restrict the import, export and use of PFOS-PFOA, and HBCD based on the Stockholm Convention requirements.

### **TASK B.1: Support the preparation of policy guidance**

The international POPs consultant will develop guidelines for the Tunisian institutions to update and adapt their respective laws with proposals that may be considered by the Government and will require assistance from the local expert in finding the most recent information on norms and legislation currently regulating the import, production and use of the new POPs in Tunisia.

In this context, the local expert must prepare a list of specific issues adapted to the socio-economic and regulatory context of their territory that allows to properly complete the guidance for new POPs regulation.

- For PFOS the new regulation might consist in updating water quality standard to include mandatory PFOS limits; new regulation to restrict import and use of PFOS foams. Furthermore, for PFOS, international performance standards exist for firefighting foams, e.g. US, France, Australia, UK. However only some of these allow/favour the use of fluorine free (F3) and solvent free foams (Australian, UK) so adoption of these can support phase-out of PFOS.
- For HBCD the main legislation or provisions to be targeted are bans on import and use of these new POPs; and potential use of EPR legislation (where available) to oblige producers to manage wastes, thus providing incentives for adoption of alternatives

### **TASK B.2: Facilitate the organisation of meetings/roundtables with relevant stakeholders**

In coordination with the international POPs consultant, the national consultant will facilitate the organization of meetings with key stakeholders in order to inform them about the process, involve them and progress in the development of the updated regulation.

The consultant will have to submit the following deliverables to SCP/RAC:

8. A final report summarizing all the information collected on the regulatory framework.
9. Agenda, list of participants and main conclusions of the meetings.

## **C. TRAINING IN ADOPTION OF ENVIRONMENTALLY SOUND ALTERNATIVES.** This assistance will be provided directly to users and producers of new POPs and related products, and seek to unlock particular barriers such as technical and process barriers as well as procurement and financial barriers.

- For PFOS, current tenders of firefighting foams in the public sector do not include any sustainability criteria, such as specifying PFOS free option. Technical support could be provided to support adoption of such sustainability criteria in the procurement of firefighting foams.
- For HBCD, Technical assistance and training will be needed with key importers, retailers and producers of HBCD to promote environmentally sound alternatives to enable the substitution of HBCD in production processes.

### **TASK C.1: Organize and facilitate the seminar/workshop**

The content of the workshop will be prepared in coordination with the international POPs consultant, that will provide content for its organisation. The rental costs and other costs associated with the logistics of the seminar will be covered by SCP/RAC through another budget line and does not enter in these ToRs. The consultant will be responsible for:

- Recommending the most suitable dates based on national working days/holidays.



- Compiling a list of relevant guests, in consultation with the National Focal Points, and managing/ensuring their attendance,
- Looking for suitable venues for the meeting and checking the availability.
- Coordinate the attendance of speakers and compile their presentations ensuring desk/IT support on the day of the meeting
- Record attendance of participants and interventions made during the event.  
Deliver a report outlining the objective, interventions and main outcomes.

### TASK C.2: Preparation of awareness raising material

The consultant will support the preparation of awareness raising material to advocate and inform on the shift to POPs-free alternatives within the targeted sectors of the project. The material will be shared directly with the beneficiaries during the seminar and through social media, emailing. SCP/RAC will provide support for the lay-out, translation and dissemination of the material.

The consultant will have to submit the following deliverables to SCP/RAC:

10. Awareness raising material prepared.
11. Short report of the dissemination campaign.

### PROPOSED SCHEDULE

The following timeline is proposed for the implementation of the activities:

	2021				2022								
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept
A.1 Identification of main actors/representatives													
A.2 Conduct the inventory													
A.3 Facilitate the collection of samples													
B.1 Support the preparation of policy guidance													
B.2 Facilitate the organisation of meetings/roundtables with relevant stakeholders													
C.1 Organize and facilitate the training workshop													
C.2 Preparation of awareness raising material													

The consultant will work under the supervision of the SCP/RAC project coordinator with whom he will hold fortnightly online follow-up meetings.

In these meetings, the progress of the tasks will be monitored (results, obstacles, delays ...) as well as the correct submission of the above-mentioned deliverables.

## MEANS AND MODALITIES OF WORK

- The expert will start the work after the validation of the offer by the contractor, expected by mid-september 2021, until September 2022.
- The expert will work under the supervision and coordination of the Policy Area team of SCP/RAC and will count on the contribution of an international expert on POPs as well as an international laboratory, specialized on POPs sampling recruited specially for the implementation of Output 1.3 of the MedProgramme.
- The expert will work with his/her own means and should be based in Tunisia, with availability to conduct meetings with key national stakeholders.
- Working languages will be English, French and Arabic (with local stakeholders).  
All deliverables will have to be prepared in English or in French.

## ELIGIBILITY

The expert applicant must fulfil the following requirements:

- Be an individual consultant and able to comply with national fiscal context and rules for receipt of international funds from Spain.
- Have a bank account whose holder name must be the same as the applicant.
- Partnership and subcontracting are not allowed.
- Availability travel across Tunisia to meet with key stakeholders (in case COVID-19 restrictions allow it).

## PROFILE AND QUALIFICATIONS OF APPLICANT EXPERTS

The experts must have knowledge on the area they are applying to work in.

- More precisely, the qualifications required are:
- Academic degree in Chemistry or engineering with proven expertise that will allow the expert to easily understand the technical aspects of the mentioned new POPs and their industrial application
- Proven and relevant professional experience linked to the required services, in particular a strong network within the Ministry of Environment, Ministry of Industry, civil protection and companies of the targeted sectors.
- Proven experience within the UN system, GEF Projects or acquainted with international organizations.
- Link or experience in the abovementioned industrial syndicates/associations positively valued
- Ability to write in English or French.
- Ability to communicate and connect with stakeholders.

## HOW TO APPLY AND SELECTION PROCESS

Candidates should submit the following documents. The official forms to be submitted can be downloaded [here](#).

1. **Technical offer** (maximum 4 pages): The bid must describe to what extent the applicants satisfy the conditions (profile and qualifications), show their ability to carry out their mission successfully and how they plan to carry out the activities set out in these terms of reference. The technical bid can include suggestions for improvement.
2. **Profile and project references** (maximum 2 pages): the expert should submit a brief professional background, including project references on the topic. CV shall be included as annex.
3. **Financial offer** the consultant(s) should state the personnel dedication expressed in days (1 day = 8 working hours) and per activity, as well as a lump sum for other costs related to the implementation of work. It is recommended to prepare the budget using the attached economic model (Annex II).  
The maximum amount considered is **14.900€ (all taxes included)**

**Important information regarding the consideration of the added-value tax (VAT)**

1. Applicants legally registered in Spain: This is a provision of services and therefore VAT applies. Offers must include Spanish VAT number, and financial offer clearly indicate total before VAT, VAT amount, and total including VAT. This information should be equally reflected in the invoices.
2. Applicants legally registered in a EU Member State, other than Spain: they must be registered in the VIES registry (VAT Information Exchange System). Offers must include EU VAT number (including country code), and financial offer indicate total before VAT, along with the statement "both provider and client are registered in the VIES system and therefore VAT is not included in the offer". This information should be equally reflected in the invoices.
3. Applicants legally registered in a EU Member State exempted of VAT: they must submit official proof of exemption of VAT. Financial offers must include the statement "the provider is exempted of VAT as for [legal document]". This information should be equally reflected in the invoices.
4. Applicants legally registered in a non-member country of the EU: The provider is liable for paying taxes related to the provision of services as per tax regulations in its country. Financial offer must comprise that cost, and invoices submitted with all taxes included.

Additional information to be carefully considered:

- The header for the technical and financial bid **must clearly mention the applicant's details** (name of the company or expert presenting the bid, address, country, telephone and tax ID number, VAT number or other official number) **and those of the recipient as follow:**

**'Regional Activity Centre for Sustainable Consumption and Production / Agència de Residus de Catalunya / Carrer Dr. Roux nº 80 / 08017 Barcelona, Spain / NIF: Q-5856373-E'**

- In case the candidate is a team of independent experts, the contract will be established with only one expert which will have to coordinate with the other experts.
- The financial bid must not include the purchase of material.

4) **Bank form filled in**, signed and stamped by the bank (if the stamp is not possible, the candidate will annex a digital certificate). The Bank form is provided in Annex III.

Offers must be sent to [kdemiguel@scprac.org](mailto:kdemiguel@scprac.org) with copy to [moutters@scprac.org](mailto:moutters@scprac.org) with the subject 'Technical expert new POPs Tunisia - MedProgramme' **before September 23<sup>rd</sup> 2021, midnight (CET)**.

All candidates will be notified upon the reception of the offers.

Applications who meet the requirements will be assessed and rated in accordance with the following criteria (100 points):

Points	Criteria
Maximum 45 points	The extent to which the technical bid is responding to the needs.
Maximum 20 points	Financial bid.
Maximum 25 points	Technical expertise in the same type of mission.
Maximum 10 points	Other qualifications and additional proposals for improvement.

The SCP/RAC may also conduct personal interviews to facilitate the assessment.

If you have questions concerning these ToR, please contact: [kdemiguel@scprac.org](mailto:kdemiguel@scprac.org)

## **SELECTION AND PAYMENTS**

The winning candidate will be notified by email on the selection of the offer. From that moment on, work can start according to the calendar.

The payments will be made by bank transfer upon presentation of the invoices, in three instalments and will be done upon approval of the following deliverables:

- 30% - Upon completion of Tasks A.1 to A.2 (December 2021)
- 40% - Upon completion of Tasks A.3 to B.2 (April 2022)
- 30% - Upon completion of Tasks C.1 and C.2 (September 2022)

Payments will be done in a period of 60 days after reception and validation of the invoice. Any transfer costs, bank fees, loss due to exchange rate fluctuation, or other relevant costs will be borne by the contractor.

## **AUTHORSHIP AND OWNERSHIP OF THE WORK**

The ownership of the work covered by the Contract related to this ToR shall belong to the SCP/RAC and any use or mention thereof in publications, articles, interviews, conferences, etc., in any language and without any temporal or territorial limitation, shall have the relevant authorization and indicate the SCP/RAC as the owner. Thus, the selected expert(s), on behalf of any persons who, if appropriate, may collaborate with him/her in the drawing up of the Report, will assign to the SCP/RAC the rights for the reproduction, distribution and sale of the Report, in any form of publication and commercialization, for its use in any language and throughout the world, as well as for its partial reproduction for teaching or research purposes. Nevertheless, the SCP/RAC shall ensure that the name(s) of the material author(s) of the document appear(s) prominently on all the copies which are published, so that the latter may use the final or partial results of their work in the terms stipulated in this Contract.

## **CONFIDENTIALITY CLAUSE**

The information to which the selected expert(s) obtains access for the development of the purpose of this Contract, provided that it is not classified as public, shall be of a confidential nature and may not be used for activities other than those included in this Contract. In the event that a particular use of the information raises doubts with regard to respect for this Confidentiality Clause, the successful bidder must, in any case, request the consent of the SCP/RAC.

## Annex I

### COUNTRY BASELINE AND TARGETS – TUNISIA

This table describes the country context at the time of the project preparation phase indicating the presence of new POPs in the latest NIP and the initial scope of work identified in the priority sectors.

NIP (2017)*	<p>Le PNM comprend des inventaires initiaux pour les SPFO et le HBCD.</p> <p><b>HBCD</b> : les ventes annuelles sont estimées à environ 85 tonnes (équivalent à 3 400 - 17 000 tonnes de PSE/XPS).</p> <p><b>SPFO</b> : Quatre secteurs prioritaires (industrie, fabrication, produits chimiques, notamment les mousses anti-incendie, et déchets, notamment les stocks et les sites contaminés), l'inventaire estime les quantités de 18 à 160 tonnes/an.</p>
National capacity for POPs analysis	<p>Oui,</p> <p>Centre international des technologies de l'environnement de Tunis (CITET) et autres laboratoires</p>
New POPs status as determined during PPG Phase	<p>L'Office national de la protection civile (ONPC) rend compte au ministère de l'Environnement de l'utilisation de 70 tonnes de mousse anti-incendie par an ; et l'Autorité de l'aviation civile et des aéroports (OACA) rend compte de l'utilisation de 15 tonnes de mousses en poudre et liquides par an.</p> <p>Une liste de sept entreprises a été identifiée, qui utilisent potentiellement du HBCD dans la production d'EPS XPS.</p> <p><b>Législation et normes</b> : la norme nationale relative à l'eau potable ne limite pas les SPFO. Les normes peuvent être modifiées par les ministères de la Santé ou de l'Environnement, et par l'INNORPI (Institut national des normes). Aucune information n'était disponible sur les performances en matière de lutte contre l'incendie ou sur les réglementations ou normes d'importation.</p>
POPs Prevention targets	<p>Jusqu'à 85 tonnes de HBCD pur importées par an/jusqu'à 20 400 tonnes d'EPS/XPS par an. De 18 à 160 tonnes de mousses PFOS par an</p>

\*The selection of countries and chemicals for the demonstration pilots was driven by eligibility considerations (that the country had included the new POP in its NIP update) and by feasibility considerations (e.g. political support and commitment from government and industries). In most cases NIP update inventories do not provide quantitative information, making it impossible for the project to estimate quantities of new POPs that could potentially be reduced in the pilot projects.



## Annex II: Economic offer template

Financial Offer "..."					
<b>FROM:</b> _____ <b>Name / Company:</b> _____ <b>Address:</b> _____ <b>Country:</b> _____ <b>Phone:</b> _____ <b>e-mail :</b> _____ <b>VAT Nº or TAX ID:</b> _____		<b>TO:</b> <b>Regional Activity Center for Sustainable Consumption and Production</b> <b>Agència de Residus de Catalunya</b> <b>C/Dr. Roux núm. 80</b> <b>08017 Barcelona, Spain</b> <b>NIF: Q-5856373-E</b>			
<b>Staff expenses</b>					
Tasks	Expert	Role	Daily Fee (€)	Number of days	Cost (€)
1	Name				0,00 €
	Name				0,00 €
	<i>Add/Delete lines if necessary</i>				0,00 €
2	Name				0,00 €
	Name				0,00 €
	<i>Add/Delete lines if necessary</i>				0,00 €
				Total staff expenses (A)	0,00 €
<b>Other expenses (travel, production, translation etc.)</b>					
Description			Unit Cost (€)	Unit quantity	Cost (€)
<i>Expense 1</i>	Travel				0,00 €
<i>Expense 2</i>	Printing				0,00 €
<i>Add/Delete lines if necessary</i>					0,00 €
				Total Other expenses (B)	0,00 €
<b>Total budget</b>					
		<b>Total budget without VAT (A+B)</b>	<b>VAT rate applicable (%)</b>	<b>VAT Amount</b>	<b>Total budget VAT included</b>
		0,00 €	21,00%	0,00 €	0,00 €



**Regional Activity Centre  
for Sustainable Consumption  
and Production**



**Agència de  
Residus de  
Catalunya**

**Annex III: Bank form to be filled in**

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