



**TERMS OF REFERENCE FOR A CONSULTANT TO CONDUCT A CBE
WASTE MANAGEMENT WORKSHOP**

**FOR
CITIES ALLIANCE LIBERIA COUNTRY PROGRAMME (CALCP)**

1. Introduction

The Cities Alliance (CA) is the preeminent global partnership for the promotion of cities in poverty reduction and sustainable development. Headquartered in Brussels, it is a unique partnership with diverse members – local authorities, national governments, international non-governmental organisations, foundations and multi-lateral organisations – which have come together to strengthen both impacts and coherence in urban development. The CA’s overall objectives are to support cities in providing effective local government, an active citizenship and a growing economy characterised by both public and private investment. CA is an independent organization hosted by the United Nations Office for Project Services (UNOPS), governed by a Management Board and Assembly of members. More specifically, CA is implementing a number of donor funded programmes through its CA Liberia Country Programme (CALCP)

In Liberia, waste collection and waste management services fall within the mandate of cities. The City of Monrovia and the City of Paynesville fall within the Electoral District referred to as Greater Monrovia. Municipal solid waste collected in Greater Monrovia is currently transferred to the Whein Town landfill, located in Paynesville. This is Liberia’s only sanitary landfill and was constructed in 2011 under the World Bank’s Emergency Monrovia Urban Sanitation (EMUS) project. The EMUS project was financed by the Liberia Reconstruction Trust Fund (LRTF), with majority funding from the European Union (EU) and made significant progress in establishing an effective waste collection and disposal system for Monrovia. The EMUS project ended on 30th December 2016. Cities in Greater Monrovia area are at different stages in what regards their waste collection and waste management systems.

Whein Town Landfill has an estimated remaining lifespan of about 2 years. As such, there is a critical need to develop a new sanitary landfill for Greater Monrovia. On 26th June 2017 the Government of Liberia (GoL) secured further financing from the LRTF through the World Bank for the implementation of the Cheesemanburg Landfill Urban Sanitation (CLUS) project. The overall CLUS project development objective is to increase access to solid waste management in Greater Monrovia, in what concerns Secondary Waste Collection. In parallel, CALCP is implementing a EU-financed project on Primary Waste Collection (PWC) and Waste to Energy Alternatives for Greater Monrovia. Together, these two projects aim to support Liberia’s Nationally Disclosed Contribution (NDC) to the United Nations Framework Convention on Climate Change by improving the Primary Waste Collection System as well as providing viable alternatives to waste recycling, composting and Waste-to-Energy alternatives.

CALCP is seeking to implement their projects in close alignment in order to provide a holistic approach to waste management and to ensure that Solid Waste Management in Liberia is viewed as a value chain from the household to the landfill site. To support this aim, there is a need to acquire the services of a local consulting firm/institution to conduct a capacity building workshop for Community Based Enterprises (CBEs) to address PWC in the rainy season as well as limit the impact of the climate change on the overall Greater Monrovia’s environment, social and health being of the public.



2. Objectives

The objective of the local consulting firm/institution is to conduct a capacity building workshop (in a form of an interactive and practical training) for Community Based Enterprises (CBEs) to address PWC in the rainy season as well as limit the impact of the climate change on the overall Greater Monrovia's environment, social and health being of the public.

3. Scope of work

In the frame of the project activities, an interactive and practical training workshop for CBEs on pwc. In addition, in order to provide better promotion of the solid waste management in greater Monrovia, the CALCP technical committee members shall be provided basic knowledge for the need and benefits of the CBE model. Therefore, CALCP is seeking for a local consulting firm/institution to conduct a one (1) day workshop on pwc in rainy season and to limit the impact of climate change,

The local consulting firm/institution will develop an agenda inclusive of training modules and resource persons intended for the CBEs who are directly involved in the implementation of the PWC project activities at local level. Therefore, the CBEs executive committee will nominate in total 6 CBEs operating in West point, Clara Town and Red-light communities with a total of 35 participants. The workshop will be hosted by the local consulting firm/institution at venue of their choice that will be included in the overall prices (inclusive of lunch, internet, transport for participants etc). The training report for the CBEs, training material and delivery shall be prepared in english language (UK English). Having in mind that the CBEs have already collected some data, this will be used during the training for simulation of the real situation and exercise the real outputs. The consulting firm is obliged to lead the process of development, delivery and reporting of the workshop, coordinate the work and submit all deliverables to the CALCP country programme manager.

4. Deliverables

In the period defined by this ToR, the Consulting firm will ensure capacity building to training CBEs by providing the following services:

- Development of an agenda and proposed training modules including interactive and practical learning approach and agenda for the CBEs on pwc in rainy season
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- Preparation of the training report, including training evaluation and attendance list.
- The local consulting firm/institution should forward: - Training modules, training agenda , materials (power point presentations, case study, hand-outs, handbook/guideline on pwc training evaluation forms, training report format for review

5. Period of engagement/Timeline

The one (1) day workshop for the CBEs operating in WestPoint, Clara town and Red-light communities points will be delivered in August 2018. The training venue will be provided by the consultant. The Consultant should work in close cooperation with CALCP country programme manager for the project implementation. The Consulting firm will be contracted by UNOPS-Cities Alliance.



5. Consulting firm profile and requirement

The local consulting firm/institution firm shall comply with the following qualifications and skills requirements:

- Excellent knowledge in development and practical application of solid waste management, information system, costing and financing.
- Being familiar with the environmental legislation structures and procedures of Liberia.
- Being familiar with the work of Cities Alliance Liberia Country Programme and its partners on Solid Waste management.
- At least 5 years of experience in the field of solid waste management and SW data collection at community level.
- At least 5 years of experience in working with municipalities, public utilities and Local Government Associations.
- Experience in donor funded projects and working in international environment in the area of solid waste management would be considered as advantages.

6. Application process

The interested firms are required to send the following documents in English:

- Technical and financial proposals that clearly states motivation and qualification for the consultancy of this ToR including past experience in similar projects.

The deadline for application is **20th July 2018**.

All documents must be submitted at the email addresses stated below:

E-mail: vparmar@citiesalliance.org

Contact person: Vijay parmar