



Terms of Reference for a technical assistance to trace, audit and communicate the environmental impacts of a start-up



1. Background

MedWaves, the UNEP/MAP Regional Activity Centre for SCP (hereinafter MedWaves) is a centre for international cooperation on development and innovation based on the sustainable consumption and production approach (hereinafter SCP).

The Centre is one of the Regional Activity Centres established in the framework of UNEP/Mediterranean Action Plan (hereinafter UNEP/MAP)¹, the programme of UN Environment established to support the member countries of the Barcelona Convention. Under that institutional framework, MedWaves has an official mandate from the countries as centre that engages in international cooperation with Mediterranean countries on development and innovation in the business sector.

The Centre is based in Barcelona and it is legally hosted by the Catalan Waste Agency, a public service agency considered a reference organization in waste prevention and management and the promotion of circular economy.

MedWaves is the leading partner of the ENI CBC Med funded [STAND Up! project](#), a project that aims to enhance scalable, replicable and inclusive circular economy textile ventures in the Mediterranean by developing an ecosystem of business support, innovation, and technology transfer that will lead to sustainable job creation for youth and women. The project is implemented in Egypt, Italy, Lebanon, Tunisia and Spain by national partners.

In the framework of STAND Up!, MedWaves together with Texfor organised the 2nd edition of the WeMed Award that aims to promote an inclusive transition to sustainability in the Mediterranean. This edition recognised success stories of sustainable businesses in the textile and clothing sector. There were two categories (Northern and Southern shores of the Mediterranean) and each of them awarded 2 prizes.

2. Objective

The objective of this consultancy is to provide a technical assistance to audit and trace the environmental impacts of the products of a fashion start-up and to summarize them in environmental impact indicators (water management, global warming, depletion of resources, eutrophication). The resulting data will have to be ready to be communicated by the start-up in an online easy, attractive and compelling format to their customers and stakeholders.

The auditing, tracing and the impact data preparation should be delivered through a Software as a service platform. 150 products should be analysed and the resulting impact data should be available on



the platform during 21 months so that MedWaves and the start-up can access and integrate the information on their websites.

Products and impacts to be traced and audited

The products to be assessed are shirt, t-shirts, dresses, coats among other and they will be made of wool, cotton, silk or jeans.

The winner will audit and trace environmental vectors impacted throughout the value chain of the company and the life cycle of the product. From raw material extraction, material and wet processes, manufacturing, transport to packaging. The environmental vectors to be assessed are related to water management, CO2 emissions, eutrophication and resources depletion.

The impacts to be communicated will focus on the environmental impact of the products in terms of amounts of savings and impacts avoided.

3. Description of the work

The consultant shall develop the following work:

- 1- Give access to MedWaves and the start-up to the Software as a Service platform. Two different accounts will be provided.
- 2- Analyse and assess the environmental-related data that will be provided by the start-up for each product (150 products). These data would cover all the stages of the life cycle of the product, from raw material extraction to manufacturing and distribution. If any data is missing, the consultant shall look for references on external data bases.
The consultant will provide at least 4 hours of support to to solve doubts and upload the data provided by the start-up.
- 3- Based on this analysis and the comparison with the sector average, there will be resulting a set of data for each product on water management, CO2 emissions, eutrophication and resources depletion. The provider will have to present the results to MedWaves and the start-up and at least 2 hours should be available to solve doubts.
- 4- The final data for each product will be available on the platform to be used by the start-up in their communication supports during 21 months. The information should be available to be ingretaged directly in the start-ups website in an attractive way.

Technical support to MedWaves and the start-up in accessing and obtaining the information from the platform should be available during all the duration of the contract.



4. Deliverables and calendar

The Consultant's team will start the work after the validation of their offer by the contractor.

Deliverable	Deadline
#1. Impact data available on the platform for 150 products	1 month after notification
#2. Platform functional with data during 21 months	3 months after notification

All the deliverables will have to be presented in English and the impact data to be integrated in Italian, and to be validated by the Contractor within 1 week after the submission, before moving to the next step of the assignment. Failure in submitting deliverables or not reaching enough quality may result in a reduced budget allocation.

5. Means of work and eligible costs

The offer will include the costs of the licenses (if any) of the proposed tool and their maintenance during the term of the contract.

6. Eligibility

Applicants must fulfill the following requirements:

- Be an individual consultant, firm or association. Note: This ToR is not a subvention but a provision of services.
- Be able to comply with national fiscal context and rules for receipt of international funds.
- Have a bank account whose holder name must be the same as the applicant.
- Partnership and subcontracting are allowed, provided that the legal applicant entity has a substantial role in implementing the assignment. The applicant will be the only legal entity with which the contract relation will be established.
- Availability of an already existing Software as a service platform to trace, audit and communicate impact data
- Proven track-record in auditing and analysing environmental impact data of fashion products



7. How to apply and selection process

Candidates should submit the following documents:

- Technical (maximum 5 pages, see form as Annex): the consultant should propose a specific software as a service platform to audit, trace and communicate sustainability impacts (wireframe or online demo) specifying the methodology that will be used to do the analysis and obtain the impact data.
- Financial offer: the consultant(s) should state the subscription cost including the personnel dedication to the assistance to upload and prepare the impact indicators and, the technical assistance to access and retrieve the information from the platform.
- Profile and project references (maximum 2 pages): the consultant(s) should submit a brief explanation of the candidate and project references on the topic.
- Bank form filled in, signed and stamp by the bank (see form as Annex).

Offers must be sent to Anna Ibañez (aibaneza@gencat.cat) and Alessandro Miraglia (amiraglia@gencat.cat) with the subject “Analysis and communication of environmental impacts” **until 20th March 2023 (included)**.

Important :

The header of the **technical and financial offers** must clearly note the candidate data (Name, address, country, telephone, email and fiscal identity number or other official number) and those of the Contractor: « MedWaves, the UNEP/MAP Regional Activity Centre for SCP / Agència de Residus de Catalunya / Carrer Provença nº 204-208 / 08036 Barcelona, Spain / NIF: **Q-5856373-E** ».

The maximum amount per offer is 8.400 Euros (+VAT).

All candidates will be notified the reception of the offers.

Offers will be assessed according to the following criteria and scores:

Points		Criteria
Maximum points	50	Quality of the technical offer to meet the work objectives
Maximum points	50	Financial offer

The Contractor may contact candidates to convene an interview to facilitate the evaluation.
If you have questions concerning these ToR, please contact: aibaneza@gencat.cat.



8. Selection and payments

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

Payments will be done as it follows:

- Upon the approval of deliverables #1 the consultant will receive 50% of the contract
- Upon the approval of deliverable #2 the consultant will receive the remaining 50% of the contract

Payments will be done in a period of 60 days after reception and validation of the invoice. The Contractor is not responsible for banking costs that might be applied by the consultant(s) bank, neither for changes in currency exchange.



Annex: Offer template



From:

Name: XXXXXX

Address: XXXXXXXXXXXXX

Country: XXXXXXXXX

Phone:

VAT n° or Tax ID: xxxxxx

To:

MedWaves

Agència de Residus de Catalunya

C/Provença 204-208

08036 Barcelona, Spain

NIF: Q-5856373-E

1) Tasks description

- a. Description of methodology to elaborate the guidelines
- b. Potential stakeholders to be consulted

2) Implementation schedule

3) Financial offer



 **STAND Up!**