

## **Terms of Reference**

### **Individual Consultant to assist the Project Management Unit to prepare TOR for the consultancy service package CS12/MPI**

#### **Under**

#### **Component 3 of Project “Vietnam Industrial Pollution Management in Dong Nai and Nhue-Day river basin”**

##### **1. Project context and justification**

To support Vietnam Government in initiating efforts in strengthening institutional capacity of relevant agencies and in enhancing public awareness of environmental pollution management in general and river basin pollution in particular, in 2013 the World Bank committed a loan of 50mill USD from IDA through the Project “Industrial Pollution Management in Dong Nai and Nhue-Day rivers basin” (VIPM Project). The development objective of the Project is to improve compliance with industrial wastewater treatment regulations in four of the most industrialized provinces in Vietnam. This will contribute to improve water quality in two important river systems, the Nhue Day River Basin in the north and the Dong Nai River Basin in the south. This will be achieved by helping Government: (a) develop more effective policies; (b) strengthen monitoring and enforcement capabilities; (c) finance around 10 CETPs using performance based financing that will incentivize better designs and more effective operation; and (d) strengthen the capacity of agencies responsible for monitoring and enforcing environmental standards and others involved in the design and operation of CETPs.

The Project has been implementing for over 2 years, starting from March 2013, with 3 components: (1) Institutional Strengthening and Enforcement”; (2) Piloting the financing to investment of centralized waste water treatment plants of industrial zones; (3) Capacity building of staff for industrial wastewater pollution management, technical assistance and project management

Vietnam Environment Agency (VEA) and Vietnam Environmental Protection Fund (VEPF) of MONRE are implementing agencies for Component 1 and Component 2 respectively, while Economic Zones Management Department of Ministry of Planning and Investment is the implementing agency of Component 3 and overall responsible for the Project coordination and management. In each implementing agency, a PMU is established to manage its own component activities.

Under Component 3 chaired by MPI, capacity strengthening activities through providing training, studies and technical support to the government staff at central and local levels in management and control of waste water caused pollution, have been carrying out. Under the sub-component of research and technical assistance, a consulting

service package will be implemented, named “Research, development and pilot application of environmental management models, using economic and technical tools, cleaner production approach... for Industrial Zones” (CS12/MPI). A firm will be selected in line with the relevant regulations by the Government and the WB to do the research package.

Before announcing and then selecting an eligible bidder to do the research, a “Terms of Reference” has to be developed and approved by both MPI PMU and the WB representatives that clearly describe the objective, expected outputs, research scope and timeline, justification the requirements of qualifications of the bidder. These all contents of the TOR must be in line with the objective and outputs of the project and of the Component 3. Therefore, the MPI PMU is selecting an individual consultant to prepare the TOR for the package CS12/MPI.

## **2. Objective**

To draft a Terms of Reference for the package and for selection of eligible bidder to carry out the research package CS12/MPI “Research, development and pilot application of environmental management models, using economic and technical tools, cleaner production approach... for IZs”.

## **3. Outputs**

A TOR in English and/or in Vietnamese for the implementation of package CS12/MPI;

## **4. Key contents of the output (TOR)**

- **Background and Justification:** this part will include summary on project context, background and justification of the research in relation with the project expected objective and result, industrial and IZ development in Dong Nai and Nhue-Day river basin, state of wastewater regulation compliance and practices;
  - **Objective of research;**
  - **Expected outputs/product;**
  - **Requirement of key content and/or results of each expected outputs/product:** the core group of user of each product must be clearly stated; Preferably the criteria, if any, to assess the relevance of output/product with the objective of the research and of the project;
  - **Scope of work:** this part needs to show how and who to work with, what to do and what references;
  - **Timeline and milestones;**
  - **Remuneration and product/sub-product to be handed over;**
  - **Requirements for the firm as bidder in term of experience and qualifications; Details with number of and qualification of each member of the team;**
- TOR for the CS12 package need to reflect new approach, methodology and practice in relation with policy development, models introduction of pollution management and control of IZ wastewater and environment in the world and in

the region, that help the research outputs/results support the project objective. The approach of the research should be line with and kept track with the current trend of sustainable development, low carbon and green industry.

- The implementation duration of the research will be 18 months;
- Individual consultant will attend discussion and present at seminar, if any, organized by the PMU to get inputs and finalize TOR of the research.

#### **5. Deadline**

- Individual consultant will have maximum 2 months to complete the TOR, starting from the date of the contract signed.

#### **6. Proposal and Report**

The interested individual consultant will prepare 3 or 5-page Concept Notes that provide basic knowledge and information relating to the research, brief justification and analysis on why and what outputs/products of the research, reference documents and information source, if any.

The contracted individual consultant has to submit a completion report after the draft TOR is endorsed by the PMU.

#### **7. Qualifications and experience for the Individual Consultant**

- Bachelor in the field of environment or sewage water.
- Having deep understanding of industrial and industrial zone development in Vietnam, industrial environment management and wastewater pollution management and control;
- Having at least 6 years working experience for international funded development projects or for consulting organization on environment management and pollution control, and IZ/EZ policy development;
- Excellent drafting skill (TOR, project proposal and concept note, project planning...).

#### **8. Relevant project documents to be provided during assignment**

- Project Document Outline; Project Feasibility Study Report;
- Component 1 Document;
- List of on-going and completed studies under Component 3 (to avoid overlapping).