



BASEL CONVENTION

Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean Region

#8 Alexandra Street, St. Clair, Port of Spain, Trinidad and Tobago, West Indies

Telephone: 1-868-628-8369

Fax: 1-868-628-2151

Email: info@bcrc-caribbean.org



Reference number: **BCRC#5558_2019_002**

Date: **March 11, 2019**

Subject: REQUEST FOR PROPOSAL: GEF 5558 - DEVELOPMENT AND IMPLEMENTATION OF A SUSTAINABLE MANAGEMENT MECHANISM FOR PERSISTENT ORGANIC POLLUTANTS (POPs) IN EIGHT (8) CARIBBEAN COUNTRIES

Dear Bidder,

The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean) hereby invite the submittal proposal towards the execution of **‘the reduction of UPOPs (Unintentional Persistent Organic Pollutants) emissions by improving waste management practices at several landfills in the Caribbean’**. The bid should be in accordance with the approach described in the documents provided at Attachments 1 to 4.

1. CLOSING DATE

To ensure consideration, please provide the completed proposal in accordance with the guidelines, by **4:00pm (Trinidad and Tobago, GMT-4) on Monday April 22, 2019**. **Proposals received after the aforementioned deadline will not be considered.**

2. GENERAL

- a) This RFP is for the complete package of technical services with necessary supervision, backstopping and training. It covers the total organisational responsibility as required by the Terms of Reference (ToR) which is attached as **Appendix 1**.
- b) The proposals submitted by the bidder should be comprehensive and provide sufficient detail to indicate that the bidder has the requisite capability, experience, expertise, financial resources and required capacity to perform the work specified satisfactorily.
- c) In order to be considered for the contract the bidder must meet the qualification requirements and criteria specified in **Appendix 2**.
- d) Instructions for the preparation of technical proposal and breakdown of financial proposal are provided at **Appendices 3 and 4**.

We look forward to receiving your proposal.

Sincerely,

The BCRC-Caribbean

Parties consenting to be served by the Centre:

Antigua & Barbuda Commonwealth of the Bahamas Barbados Belize The Republic of Cuba The Commonwealth of Dominica The Dominican Republic
The Republic of Guyana Jamaica The Republic of Trinidad and Tobago The Federation of Saint Kitts and Nevis Saint Lucia Saint Vincent and the Grenadines Suriname

ENCLOSURES

Appendix 1: Terms of Reference

Appendix 2: Eligibility Form

Appendix 3: Instructions for the preparation of technical proposal and breakdown of financial proposal

Appendix 4: Bill of Quantities - Template