Request for Proposal

Study on Human Rights and Labour Rights’ risk mapping in the global Natural Rubber value chains

DECEMBER 2019

ISSUED BY
Global Platform for Sustainable Natural Rubber

REPRESENTATIVE
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Introduction & Background

The Global Platform for Sustainable Natural Rubber (GPSNR), is an international Multi-Stakeholder, voluntary membership initiative seeking to lead improvements in the socioeconomic and environmental performance of the natural rubber value chain. Development of the GPSNR was initiated by the CEOs of the World Business Council for Sustainable Development (WBCSD) Tire Industry Project (TIP) in November 2017. Members of the platform include tire manufacturers, rubber suppliers and processors, vehicle makers and NGOs. Representatives from each of these stakeholder groups have contributed to the development of the Singapore-based platform and the wide-reaching set of priorities that will define GPSNR strategy and objectives.

Through a process led by the Strategy and Objectives Working Group the Platform has developed stated goals with a strong focus on developing a framework that supports and sustains responsible supply chain. Important among the information needed to undergo these developments is a better understanding of the social risks including (but not limiting to) Human Rights and Labour Rights in the Natural Rubber value chains, globally.

Each country has its own governance and social structure which contributes to different social risks from country to country. While these risks are associated to the wider population, there are specific characteristics of social risks that are particularly associated to agricultural production. For the countries where law enforcement is weak, there is a risk that the workers are exposed to poor work conditions without any access to a fair complaint mechanism.

GPSNR-RFP-A02-002
Although the initial focus of this project is on human rights and labour rights (including migrant workers), the consultant is expected to elaborate how human and labour rights are associated to other social risks (i.e. land acquisition, community health, safety and security, etc.) in order to recommend risk mitigation methods to the Strategy and Objectives Working Group.

The consultant is expected to develop generic risk profile at a global level, and specific risk profile at a regional level. The tentative regions for specific risks study are proposed as following:

- Production Unit and Rubber Block Processing Unit- Southeast Asia (Thailand, Indonesia, Vietnam), Africa (Cote d’Ivoire, Ghana) and Latin America (Brazil, Guatemala);
- Tyre Manufacturing Unit - China, Southeast Asia, Europe and US.

The list of regions above is tentative and can be adjusted upon the discussion between the consultant and the Strategy and Objectives Working Group members. After the risk profiles are developed, the consultant is expected to come up with recommendations for risk mitigation strategies for each region.

The consultant will collect the information via desktop study, interviewing of GPSNR members, research institutes, social NGOs, governmental organizations, etc. A primary list of stakeholders will be provided by the Secretariat together with the Strategy and Objectives Working Group members. A complementary list will be developed by the consultant. Regular contact and updating to the Strategy and Objective Working Group together with the Secretariat will be required. It is estimated that there will be the need for a series of face to face meetings in South East Asia over the course of the project. Travel plans shall be made by the consultant.
Submission Guidelines & Requirements

The following submission guidelines & requirements apply to this Request for Proposal:

1. Proposals will only be accepted from individuals or firms with experience relevant to this project.

2. Examples of previous relevant work should be provided as well.

3. A technical proposal must be provided that is not more than 4 pages. This technical proposal must provide an overview of the proposed solution as well as resumes of all key personnel performing the work. In addition, the technical proposal should provide a proposed schedule and milestones, as applicable.

4. A price proposal must be provided that is not more than 1 pages. This price proposal should indicate the overall fixed price for the project as well as hourly rates and an estimated total number of days.

5. Proposals must be signed by a representative that is authorized to commit bidder's company.

6. Proposals must be received prior to 10th January 2020 to be considered. Proposals should be submitted to stefano.savi@gpsnr.org for consideration.
7. GPSNR anticipates shortlisting at least two individuals or firms to have more in-depth discussions with, and will make an award to one of these “down-selected” individuals or firms.
# Project Timelines

**The Request for Proposal timeline is as follows:**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Proposal Issuance</td>
<td>06/12/2019</td>
</tr>
<tr>
<td>Proposal submitted by consultant to <a href="mailto:stefano.savi@gpsnr.org">stefano.savi@gpsnr.org</a></td>
<td>10/01/2020</td>
</tr>
<tr>
<td>Selection of Top Bidders / Notification to Unsuccessful Bidders</td>
<td>31/01/2020</td>
</tr>
<tr>
<td>Contract Award</td>
<td>07/02/2020</td>
</tr>
<tr>
<td>Work to commence no later than</td>
<td>14/02/2020</td>
</tr>
<tr>
<td>A list of countries proposed to the Strategy &amp; Objective Working Group for comments</td>
<td>21/02/2020</td>
</tr>
<tr>
<td>Final list of countries approved by the Strategy &amp; Objective Working Group</td>
<td>28/02/2020</td>
</tr>
<tr>
<td>The first draft report submitted to the Strategy and Objective Working Group for comments</td>
<td>13/03/2020</td>
</tr>
<tr>
<td>Physical meeting with GPSNR members in Singapore to compile the comments for the final draft</td>
<td>31/03/2020</td>
</tr>
<tr>
<td>The final draft report submitted to the Strategy and Objective Working Group</td>
<td>17/04/2020</td>
</tr>
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</table>
Budget

The Platform is anticipating that a total budget of no more than 30,000 Euros be allocated to this engagement with an additional amount available to support planned and approved travel.

It is estimated that there will be the need for a series of face to face meetings in Singapore and possibly neighboring countries over the course of a one week to 2 week period early in the engagement. Travel plans shall be made by the consultant.

Payment terms shall be:

- 20% at the signing of the contract
- 30% at the midpoint date to be agreed upon and memorialized in the contract based on the submitted work plan
- 50% on delivery of the final report

The allocation of the payment shall be based on the net amount after travel expenses are incurred and documented.

Evaluation Factors

GPSNR will rate proposals based on the following factors, with cost being the most important factor:

1. Responsiveness to the requirements set forth in this Request for Proposal;
2. Relevant past performance/experience;
3. Samples of work;
4. Cost, including an assessment of total cost of ownership;
5. Technical expertise/experience of bidder and bidder’s staff;
6. The ability to collect information at the global and local level.

GPSNR-RFP-A02-002
GPSNR reserves the right to award to the bidder that presents the best value to GPSNR as determined solely by GPSNR in its absolute discretion.