

REQUEST FOR PROPOSAL:
**Bids for the *In-STEP program*: Sustainable Textiles Environment Program;
driving cleaner production in Ethiopia, utilizing Higg FEM 3.0**

1. Summary

The objectives of the program is:

1. Verification of Higg FEM 3.0 self-assessments in facilities in three industrial parks in Ethiopia.

2. Background

- a) **IDH, The Sustainable Trade Initiative (IDH)** accelerates and up-scales sustainable trade by building impact-oriented coalitions of front running multinationals, civil society organizations, governments and other stakeholders. Through convening public and private interests, strengths and knowledge, IDH programs help create shared value for all partners. This will help make sustainability the new norm and will deliver impact on the Sustainable Development Goals.
- b) **The Apparel Industry in Ethiopia** Ethiopia's Textile and Garment sector is expanding rapidly, with the number of facilities more than doubling in recent years. Already a number of global apparel brands are sourcing from Ethiopia. They consider the country a strategic priority as well as a springboard for growing of the apparel production and sourcing in the wider region. The industry is now looking for partners that share their vision and are keen to be a part of growing this sector in a sustainable way.
- c) **Higg Index.** Developed by the Sustainable Apparel Coalition, the Higg Index is a suite of tools that enables brands, retailers, and facilities of all sizes — at every stage in their sustainability journey — to accurately measure and score a company or product's sustainability performance. The Higg Index delivers a holistic overview that empowers businesses to make meaningful improvements that protect the environment. The Higg Facility Environmental Module (FEM) measures Environmental management systems, Energy use and greenhouse gas emissions, Water use, Wastewater Emissions to air, Waste management, and Chemical use and management.
- d) **Scalability.** IDH and the brands sourcing from Ethiopia are looking for partners that share their vision for the long term. The program is looking for proposals that clearly demonstrate how capacity is built up in Ethiopia on a permanent basis, which will allow for better access to services in Ethiopia, easier provision of trainings and more continuous improvement and engagement with factories regarding Higg FEM scores.

3. Scope for the Request for Proposals

IDH is soliciting experienced Service Providers to provide proposals regarding verifying Higg self-assessment scores of 15-20 factories in Ethiopia during three waves of assessments, leading to a total amount of ~60 facilities to be verified.

Timeline:	Q2-Q3 2020	Q3-Q4 2020	Q1-Q2 2021
Wave 1:	15-20 facilities		
Wave 2:		20 facilities	
Wave 3:			20 facilities

4. Specifications for the Proposal

Proposals should include and be completed as follows:

- a) Service Provider details & information (name, address, point of contact)
- b) An expertise profile of the staff selected to work on the project
- c) A proposed workplan
- d) A budget proposal
- e) Reference projects and tools from past/current experiences
- f) Any other relevant information
- g) **The deadline RFP submissions is April 3rd, 2020**
- h) Once completed, please email the RFP Submission to zeleke@idhtrade.org

5. Service Provider Profile / Requirements

For this assignment we are looking for service providers (or a consortium of service providers) with the following profile:

- Availability and capacity to work with 15-20 factories in Ethiopia (Bole Lemi, Mekele and Hawassa) from Q2/Q3 2020 onwards
- Knowledge of and experience within the Environmental sustainability field, particularly with regards to verifying Higg FEM 3.0 scores
- Excellent presentation and reporting skills; ability to write and communicate technical analyses clearly.
- Able to work independently
- Fluent in English
- Working proficiency in Amharic (preferred)

6. Budget

Compensation will be based on market prices and will depend on the level of expertise of the service provider(s) and amount of work necessary for completion of the scope of services. The selection of the winning proposal will be based on qualitative and quantitative indicators as well as price for the proposal and a view to cost-effective scaling and dissemination.

7. Point of Contact

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N.B. As this request is issued in a time when travel is limited and policies can shift rapidly due to the COVID-19 situation, it is possible that activities may need to change or be adapted. It is appreciated if proposals are submitted that assume that over the course of 2020 the work can move towards a business-as-usual-type of operation, though changes can be made based on the situation on hand at that time.