Request for expressions of interest

Introduction

The Geneva International Centre for Humanitarian Demining (GICHD) is pleased to invite consultants to submit expressions of interest for the provision of the services described below as per requirements set out in this request for quotations.

The GICHD is an international expert organisation based in Switzerland that works towards reducing risks from explosive ordnance, with particular focus on mines, cluster munitions, other explosive remnants of war and ammunition storages. By undertaking research, developing standards and disseminating knowledge, the GICHD supports capacity development in affected countries. It works with national and local authorities to help them plan, coordinate, implement, monitor and evaluate programmes. The GICHD also contributes to the implementation of the Anti-Personnel Mine Ban Convention, the Convention on Cluster Munitions and other relevant instruments of international law. The GICHD follows the humanitarian principles of humanity, impartiality, neutrality and independence.

Eligibility: Registered companies and independent self-employed contractors.

A Company is to provide evidence that it has an independent legal identity (is registered with the Commercial Register or similar institution) and that the receipt of such evidence is required by the Centre as a condition to meet the pre-qualifying requirements.

A Self-employed - independent contractors who are based in or resident of Switzerland, the European Union or the European Economic Area or in a country where a social agreement has been signed with Switzerland must provide proof of legal registration, a certificate, value-added tax number, a declaration on oath when a certificate is not available, etc. (i.e. Independent Status Certificate for Swiss residents, A1 form for EU residents, etc.) attesting that the social costs are paid in the country of residence of the contractor.

Minimum experience – Consultants should have a minimum of five (5) years of professional experience with relevant expertise.

Gender and diversity - The GICHD seeks to promote gender balance and diversity among staff and consultants and encourages people from Explosive Ordnance (EO)/mine affected countries to apply.

Data privacy considerations: By expressing their interest and submitting a complete file, consultants explicitly consent that the necessary information contained in the submission documents will be used to process the application. Consultants acknowledge that the information provided will be checked against a series of criteria, including (and only if applicable) legal constraints as per funding agreements. The information collected by the GICHD is directly related to the GICHD’s need to process the information the consultants submitted adequately. Examples of the data we request include name, title, organization, address, work experience, etc. For more information about data
The timeframe and content of the project that the consultancies and training providers will support are currently being re-planned due to delays caused by the COVID-19 pandemic. Applicants successful at the expression of interest stage will be contacted to discuss specific contracts following the deadline for submissions. Questions should be addressed by Rob White (r.white@gichd.org) and Radwa Rabie (r.rabie@gichd.org).

Reference number: RFQ/2020/ WHR RAR COMPLETION AND BEYOND: RISK MANAGEMENT FOR MINE ACTION: CONSULTANCY TORS (01)

Project number: 91015 LONG TERM RISK MANAGEMENT & 9422 NATIONAL MINE ACTION STANDARDS

Posting date: 9 June 2020


Country/ies of potential deployment:
1) Cambodia
2) Lao PDR
3) Thailand
4) Vietnam

Currency: The quotation shall be presented in Swiss Francs (CHF)

Language: The quotation shall be submitted in English

Submit to: r.white@gichd & r.rabie@gichd.org

Area of work: Standards
Consultant(s) may indicate interest in one or more areas of the following:

**Standards**

- International & National Standards
- IMAS (International Mine Action Standards)
- NMAS (National Mine Action Standards)

**Strategy**

- Prioritisation processes
- Risk management
- Legal Frameworks and Accreditation
- Liability
- Residual Contamination

**Scope of work (ToR)**

The GICHD has provided technical assistance to the governments of Lao PDR, Vietnam and Cambodia on the management of residual explosive remnants of war (MORE) since 2015. Recognizing that the four target countries—Lao PDR, Vietnam, Cambodia and Thailand—have different needs and legal frameworks in place, the GICHD aims to support the NMAAs of the region with tailored solutions for managing long-term risks from EO. This will take place through development, consolidation, and implementation of relevant frameworks and appropriate tools.

The GICHD aims to provide technical assistance to its NMAA partners and other relevant stakeholders in Lao PDR, Vietnam, Cambodia and Thailand by focusing on:

- The integration of long-term risk management into national policies, legal frameworks and work plans to support improvements in effective programming;
- The development of relevant tools and methods for NMAAs and relevant stakeholders, which will support the management of residual EO risk based on evidence;
- Improvements in the capacity of NMAAs and relevant stakeholders to deal with operational challenges associated with residual risk and support the adoption of sustainable management practices;
- The enhancement of regional cooperation by facilitating regional collaboration and exchanges that explore synergies between countries and promote a sustainable technical capacity at the regional level.
The application of country-based initiatives on one hand, while promoting regional cooperation on the other, should improve outcomes and enhance impact over the three-year duration of the project.

The GICHD is requesting expressions of interest to support integrating long-term risk management into national policies and legal frameworks and relevant national standards of Lao PDR, Vietnam, Cambodia and Thailand, as per national priorities and completion deadlines.

The consultants will provide strategic advice and training in English to the relevant national authorities and mine action stakeholders including:

- To the Vietnam National Mine Action Center (VNMAC) in the development or revision of circulars to implement the Mine Action Decree, ensuring that Quality Management (QM), risk management and long-term risk management is reflected.

- Support the VNMAC in the review of the national standards, in line with international good practice. This will include the development and review of Quality Management Systems, Accreditation Standards and Risk Education standards, and other technical guidelines as required by the VNMAC, and supporting a workshop(s) to disseminate good agreed practice.

- Based on the lessons-learned from the pre-test conducted in 2019 and under the leadership of VNMAC, pilot Long-Term Risk Management (LTRM) tools and protocols in the two provinces of Quảng Bình and Bình Định.

- Conduct a site safety training for 50 staff from the VNMAC and related offices. The training should prepare participants to identify and manage all significant risks on a worksite, keeping the workforce safe and ensuring that work objectives are achieved safely.

- Provide strategic advice to the Cambodian Mine Action Authority (CMAA) in the implementation of its National Strategy (Goal 7 objective 3). Sub-activities include the review of legal, institutional and operational frameworks regarding long-term risk management, and according to the needs of the legal framework and at CMAA’s request, provide additional support in the development of national policies and workplans.

- Support the CMAA in the development and revision of relevant standards, in line with international good practice. This will include the development and review of standards regarding long-term risk management and survey.

- As agreed with national authorities, pilot Long Term Risk Management framework (tools and protocols) which will identify the residual state and provide a tool to practically manage site-specific residual risk according to best practice (especially for development sites) in South East Asia.

- Conduct practical training for the NMAAs of the 4 target countries and deliver certificated training in Explosive Ordnance (EO) Risk Management. The GICHD will work with a training partner to deliver a modular training package enabling those working in hazardous areas and EO contaminated environments to operate safely. The EO Risk Management training process and experience should be pitch essential to those who have the “duty of care” responsibilities.
• Activities in support of Lao PDR and Thailand will be determined following the completion of the Lao PDR national strategy review and a needs assessment with TMAC in Thailand.

Delivery dates of the services

Please note that consultant contracts will be subject to final approval of donor(s) agreements. The period of service is anticipated to be July 2020 to March 2021.

Estimated work days to deliver the services

TBA for each consultancy and training contract

Project resources

Name of the company: ADD NAME
Name of individual: ADD NAME OF INDIVIDUAL
Address: ADD ADDRESS

Availability

Consultant: ADD BRIEF TEXT TO CONFIRM CAPACITY TO DELIVER GOODS AND SERVICES IN THE AREAS OF WORK SPECIFIED WITHIN THE REQUIRED TIMELINE. INCLUDE AREAS OF INTEREST AND EXPERTISE TO DELIVER CONSULTANCY/TRAINING INPUTS, AND WHICH AREA OF WORK EXPRESSING INTEREST IN.

Pricing

The consultant shall only provide the cost of his / her services by day.

Equipment such as laptops with word processing software is not covered by the GICHD and should be included in the consultant services at no extra cost.

Please only add daily rate(s).

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