REQUEST FOR EXPRESSION OF INTEREST
TO UNDERTAKE IMPLEMENTATION OF THE ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEM AT THE AFRICAN DEVELOPMENT BANK


2. The services to be provided under the Assignment in brief include:

   (i) Preparation of documentation to be presented to Senior Management that will ensure approval of the environmental objectives and targets and corporate environmental policy statement and the EMS coordination secretariat;

   (ii) Lead in implementation of the environmental objectives and targets bank-wide, and in setting up the secretariat once approved;

   (iii) Review and implement the findings of the Gap Analysis of the existing systems and processes, and come up with action items to address the identified shortcomings;

   (iv) Develop processes and prepare procedures, plans and policies to establish and mainstream the Bank’s EMS, including: Developing the processes needed to meet and sustain EMS requirements; establishing processes needed to plan and implement the EMS; implementing processes needed to plan and implement the EMS: maintaining processes needed to plan and implement the EMS; Continuing with the Implementation of the ISO 14001:2015 standard in HQ and CCIA buildings (in Abidjan, Cote d’Ivoire), in collaboration with the Bank’s Facilities Management Division, (CHGS.1) and external stakeholders such as vendors, business units; sub tenants and sister organizations;

   (v) Develop and implement the environmental compliance action plan, including a schedule of required activities and milestones that employ traditional and innovative approaches – in part, in whole or in combination – to reduce greenhouse gas emissions in facilities and achieve other environmental objectives. Examples of such approaches would include: infrastructure enhancements that improve energy efficiency; increased use of renewable energy sources such as solar power; the use of fuel-efficient ground transport; and improved waste and water management practices

   (vi) Prepare and coordinate a stage 1 audit. Control nonconformities and take appropriate corrective action following the stage 1 audit to prepare the Bank for the Stage 2 audit;

   (vii) Lead the Stage 2 audit process;
(viii) Lead the certification process and award of ISO 14001:2015 and taking action to improve the EMS and achieve intended outcomes;
(ix) Ensure continual improvement of the system through value added consulting as may be required by the Bank as well as roll-out of the EMS to regional hubs;
(x) Development of training materials and awareness campaigns;
(xi) Integrate sustainable development practices into the management of facilities and operations;
(xii) Report on improvements achieved to Senior Management on a regular basis; track progress towards them;
(xiii) Implement the environmental data capture software tool for continuous monitoring and improvement of the EMS;
(xiv) Provide inputs of the ISO14001:2015 EMS into the Bank’s response to ESG rating agencies with the aim of improving the Bank’s overall rating.
(xv) Coordinate the activities of waste, water, electricity and other service contractors to ensure compliance with national legislation as well as alignment with the EMS.

3. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this assignment (level of education in general and related to the assignment, documents, reference to similar services, practical experience in similar assignments including roll out of environmental campaigns, etc.). Please limit your submission to a maximum of 10 pages.

4. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank’s Procurement Policy concerning the acquisition of consulting services funded by the Administrative and Capital Budget of the Bank.

5. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

5. The estimated duration of services is 12 months and the target starting date is 15th July 2019. There is a possibility of renewing the contract after the initial period subject to the procurement rules of the Bank.

6. Interested Individual Consultants may obtain further information at the address below during the Bank’s working hours: 9:00am – 5:00pm GMT

7. All Expressions of Interest (EOI) must be received by electronic mail at the address below no later than 24th June 2019 at 15:00hrs Abidjan time and specifically mentioning Implementation of the ISO 14001:2015 Environmental Management System at the African Development Bank.

For the attention of:
Mr. Ahmadou BARRY
Division Manager
African Development Bank
Operations and Maintenance Division
Headquarters Building, Avenue Joseph ANOMA, Plateau
8. This expression of interest notice exclusively seeks to prepare a shortlist of individual consultants to be invited for proposals. A shortlist of six individual consultants will be elaborated based on the following criteria: (i) general qualifications and suitability for the task (40%); (ii) language capacity (10%); (iii) years of experience in environmental management roles (30%); (iv) experience working in multi-lateral financial institutions (10%); and (v) knowledge of the region (10%).

9. AfDB reserves the right to modify, amend or cancel this expression of interest notice at any time during this process.