

Feasibility study for the structuring of the downstream solid waste management system in Port Vila (Vanuatu)

TERMS OF REFERENCE

A. Background and rationale

Service providers are strongly encouraged to familiarize themselves with AFD's policies and principles, including its Code of Ethic, available at: www.afd.fr

Port Vila, the capital city of Vanuatu, concentrates the majority of the country's solid waste generation and hosts the only engineered disposal facility currently in operation (Bouffa site). Despite successive international support programmes, the solid waste management system remains fragile and heavily reliant on interim solutions, with limited structuring of the downstream segments of the value chain (sorting, recovery and final disposal).

A study funded through the FASEP facility (*SCE Study – Phase 1*) provided a detailed diagnostic of the sector and identified a range of potential technical solutions. However, this study does not constitute an operational feasibility study enabling the preparation of a bankable investment project, in particular with regard to:

- the development and/or relocation of a sanitary landfill compliant with international standards;
- the articulation of the landfill with realistic sorting and recovery schemes;
- the institutional, financial and regulatory structuring of the sector;
- the sustainable strengthening of national and local capacities.

In this context, the present feasibility study aims to prepare a coherent, sustainable and climate-resilient investment project, integrating advanced technical feasibility, institutional support, structured stakeholder consultation, on-site technical assistance and capacity building.

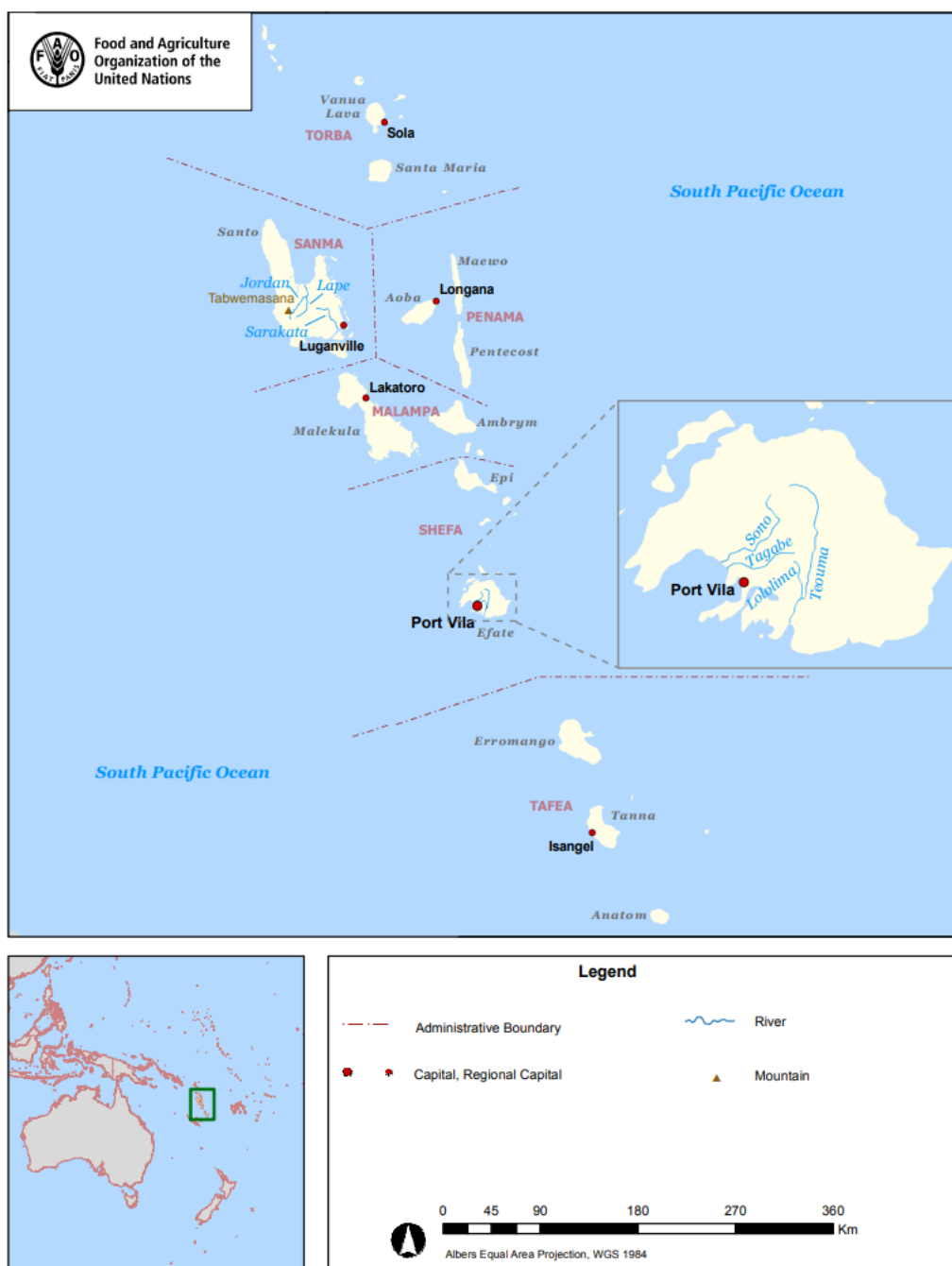
A key challenge of the assignment is the insular and highly fragmented geography of Vanuatu, composed of 80 small volcanic islands spread over more than 1,300 km (*Figure 1*). While the technical focus of the study is on Port Vila and its catchment area, the proposed solutions and institutional arrangements shall be designed with a view to national replication and scalability.

Country, economic and institutional context

Vanuatu is a small, remote and geographically dispersed archipelago located in the South Pacific Ocean, composed of 83 volcanic islands, of which 65 are inhabited. The country has an estimated population of around 300,000 inhabitants, with approximately 70–75% living in rural areas. Administratively, Vanuatu is divided into six provinces: Torba, Sanma, Penama, Malampa, Shefa and Tafea (*Figure 1*). Urban population and economic activities are mainly concentrated in the two municipalities of Port Vila, the capital city located on Efate Island (Shefa Province), and Luganville, on Espiritu Santo Island (Sanma Province).

The dispersion of settlements across multiple islands, combined with limited transport connections and high exposure to natural hazards, creates strong structural constraints for the provision of basic services (limiting also economies of scale), including solid waste management.

Vanuatu's economy is characterized by limited diversification and strong exposure to external shocks. Economic growth has been highly volatile over the past decade, largely driven by natural disasters and global crises. Tropical Cyclone Pam in 2015 and Cyclone Harold in 2020 caused severe damage to infrastructure and productive assets, while the COVID-19 pandemic led to a contraction of approximately 10% of GDP in 2020 due to the collapse of tourism and disruptions to trade and labor mobility.



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Figure 1: Provinces and administrative divisions of Vanuatu

Public finances are marked by structurally low domestic revenue mobilization, with no personal or corporate income tax and a tax-to-GDP ratio of around 18% in 2020, well below the Pacific average. In recent years, fiscal balances have been supported by revenues from the Economic Citizenship Program (ECP), allowing increased public spending, including on infrastructure. However, the World Bank identifies significant constraints in absorptive capacity, budget execution, and maintenance of public assets, affecting service delivery in sectors such as infrastructure and urban services¹.

Exposure to natural disasters and implication for infrastructure

Vanuatu is considered the country most exposed to natural disasters among Pacific Island Countries and ranks among the highest globally in disaster risk. The country is regularly affected by cyclones, floods, earthquakes and volcanic activity. According to World Bank estimates, the impact of natural disasters reduces annual economic growth by approximately 0.5–0.6 percentage points and places sustained pressure on public finances through recurrent reconstruction needs.

This high exposure increases the vulnerability of infrastructure systems, including waste management facilities, and complicates long-term planning and maintenance, particularly in urban and coastal areas. Solid waste management facilities are directly concerned by these constraints, given their sensitivity to climatic events and operational disruptions.

Solid waste generation and environmental pressures

Waste generation in Vanuatu varies significantly depending on geographic context. In Greater Port Vila, average household waste generation rate is estimated to 0.654 kg per capita per day, based on 2018 waste characterization studies², while lower and more uncertain rates are observed in secondary urban centers and rural areas.

Table 1: Waste generation by province

Province	Population (approx.)	Estimated annual waste generation (tons)	Organic waste generation (tons)
Torba	No data	1,500	1,200
Sanma	54,000	11,000	6,800
Penama	No data	5,200	4,000
Malampa	31,000	6,700	5,100
Shefa	55,000	38,000	13,500
Tafea	35,000	7,300	5,300
TOTAL	300,000	69,700	35,900

¹ World Bank, *Dealing with Disasters: Analyzing Vanuatu's Economy and Public Finances Through the Lens of Disaster Resilience*, Washington DC, 2022.

² J-PRISM II, *Waste Amount and Composition Survey Report* (2018), updated based on JET work.

Available waste characterization studies highlight a number of consistent trends. Organic waste represents by far the largest share of both household and commercial waste across all locations (*Figures 2 & 3*). Hygiene-related waste, in particular disposable nappies, also constitutes a significant component of the waste stream, especially in rural areas. By contrast, plastics represent a declining share of waste over time, decreasing from around 35% in 2012 to approximately 15–20% in recent urban characterizations, likely reflecting policy measures and awareness actions implemented in Vanuatu.

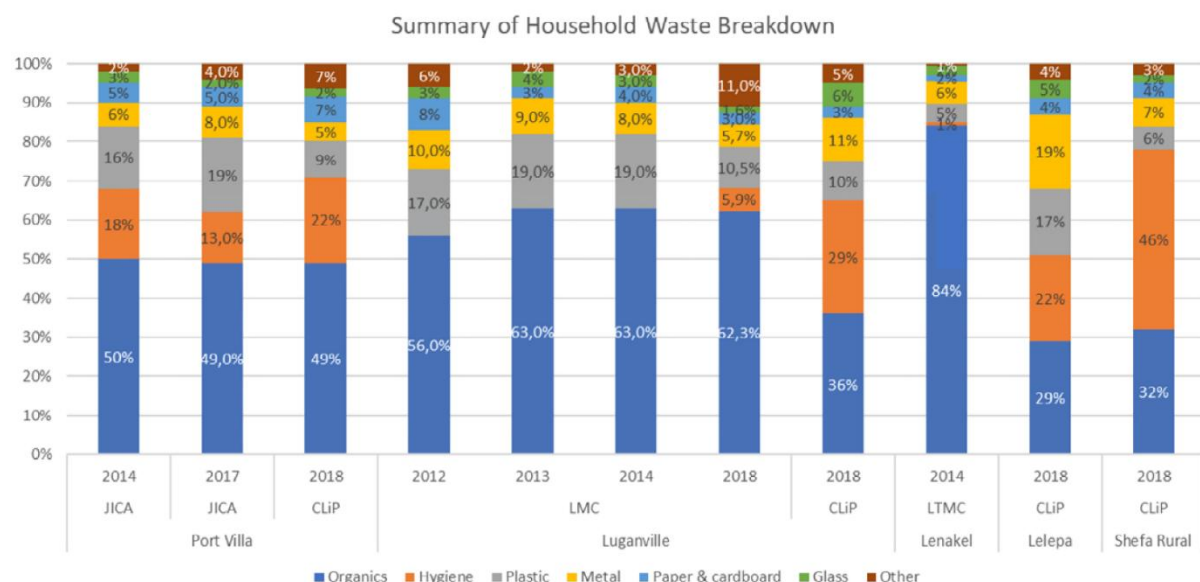


Figure 2: Compiling of commercial waste breakdown from previous characterizations
 Source: SCE, Study of Sustainable Waste Collection and Recovery System in Vanuatu – Phase 1 Interim Report (2021)

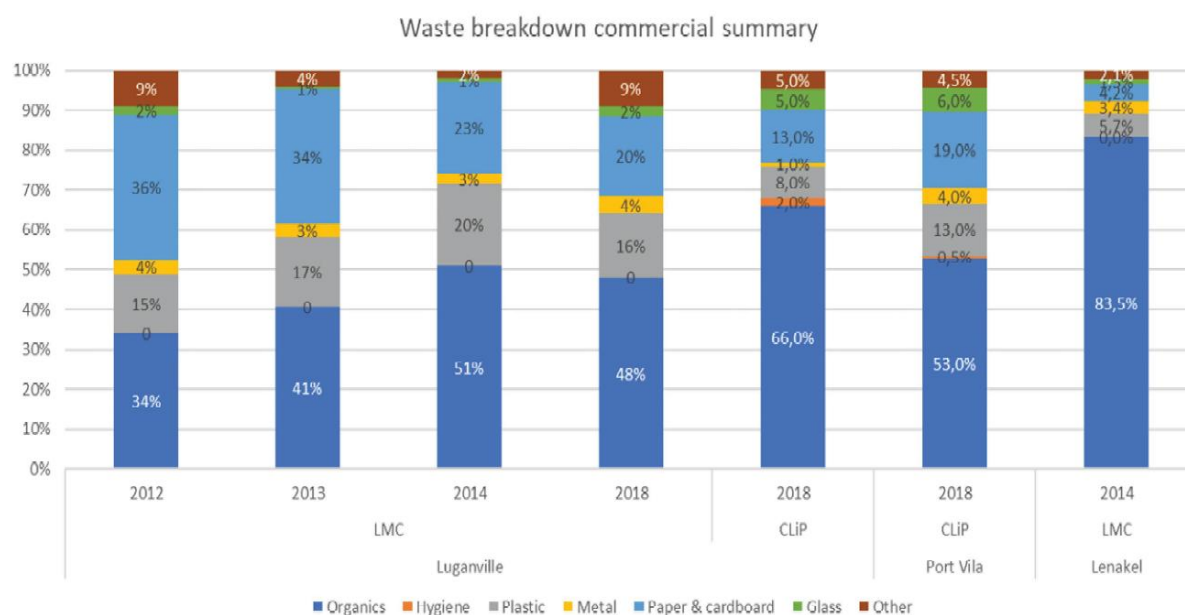


Figure 3: Compiling of household waste breakdown from previous characterizations
 Source: SCE, Study of Sustainable Waste Collection and Recovery System in Vanuatu – Phase 1 Interim Report (2021)

Differences between studies partly reflect methodological approaches, notably whether generated or disposed waste was measured. Overall, however, commercial waste profiles are broadly similar to household waste profiles. Waste characterization conducted in Lenakel shows a distinct profile compared to Port Vila and Luganville and is considered more representative of waste generated in rural areas.

Rapid urbanization in Port Vila and the concentration of economic activities intensify pressure on waste collection and disposal systems. In rural and remote areas, where formal services are largely absent, waste is commonly buried or openly burned, creating environmental and health risks, particularly in fragile coastal and marine ecosystems.

Institutional organization, collection systems and financing

Solid waste management responsibilities are shared between municipal councils, notably Port Vila Municipal Council and Luganville Municipal Council, and provincial councils for areas outside municipal boundaries. At national level, the regulatory framework remains fragmented, with the absence of a comprehensive waste-specific law and limited enforcement capacity.

The Ministry of Climate Change Adaptation, Meteorology and Geo-Hazards, Environment, Energy and Disaster Management (MoCCA) is responsible for overall environmental policy, including waste management. Through its Department of Environmental Protection and Conservation (DEPC), the Ministry defines waste management strategies, prepares and enforces regulatory orders under the Waste Management Act, and oversees environment impact assessment procedures (Environmental Planning and Impact Assessment Division). DEPC is notably responsible for implementing national policies on waste and litter minimization, collection, reuse, recycling and treatment, using environmentally sound technologies adapted to local conditions.

In Port Vila, waste collection relies on a prepaid bag system (“*yellow bags*”), complemented by private waste operators and NGOs. Waste collection is divided between municipal services, private operators and direct disposal by businesses and communities.

The regulatory framework has been strengthened in recent years through an ambitious policy agenda aimed at reducing single-use plastics, through the development and promulgation of successive bans on disposal plastic products. However, further efforts remain necessary in terms of enforcement, regulation and control to ensure that these public policies achieve their intended effectiveness.

Despite the existence of user-based financing mechanisms, the sector remains financially fragile. Revenues are not fully ring-fenced for waste management, and provincial systems recover only part of their operational costs, leading to recurrent disruptions in service provision.

Waste disposal, recovery and current limitations

Bouffa landfill, located near Port Vila, is the main and only structured disposal facility for Efate Island and Shefa Province. The site receives approximately 57 tonnes of mixed waste per day and has reached critical capacity levels, with limited remaining lifespan identified as an emergency issue by local authorities.

Although upgraded through successive donor-funded projects, the landfill remains affected by operational constraints, maintenance challenges and climate-related risks. Formal waste segregation is not implemented at municipal scale, and most collected waste is disposed of without sorting.

Limited recycling activities exist, mainly driven by private operators, focusing on scrap metal, glass and small-scale plastic exports. Informal waste picking occurs at the landfill, reflecting both livelihood strategies and the absence of structured recovery systems.

At regional level, several programmes have supported waste management in Vanuatu, including PacWaste and PacWaste Plus (healthcare waste, asbestos and e-waste), CLiP (waste audits and port reception facilities), Pacific Ocean Litter Project (single-use plastic reduction), and SWAP (Sustainable Waste Actions for the Pacific – waste audit, used oils management, solid waste management). Among development partners, Japan International Cooperation Agency (JICA) is the only long-standing donor fully engaged in the solid waste sector, with in-depth sector knowledge and reference studies published, including waste characterization. Through the J-PRISM I and II programmes, JICA supports capacity building and regional strategy implementation and is currently financing the extension of the Bouffa landfill through a grant from the Japanese Government, while also providing equipment to local authorities.

B. Objectifs and approach

B.1. Overall objective

To support the Government of Vanuatu and the local authorities of Port Vila in the preparation of an integrated and feasible solid waste management project, focusing on the structuring of the downstream value chain and the development of an international-standard sanitary landfill, while sustainably strengthening institutional and technical capacities.

This mission should enable the development of concrete, realistic, and appropriate solutions that can be implemented in the short, medium, and long term.

B.1. Specific objectives

The assignment shall aim to:

- Conduct a critical and operational review of the existing FASEP study;
- Assess the technical, environmental, organisational and financial feasibility of a sanitary landfill in Port Vila at advanced feasibility level, including preliminary engineering design;
- Propose a realistic and phase structuring of the downstream solid waste management chain adapted to the insular context;
- Support the strengthening of Vanuatu's role as a regulatory and control authority (plastic ban enforcement, circular economy, EPR schemes);
- Implement a structured capacity-building and on-site technical assistance programme;
- Integrate climate, environmental and social considerations from the early stages of project preparation.

The assignment shall be implemented through a **participatory and iterative approach**, combining technical analyses with structured stakeholder consultations, option analysis workshops and formal restitution and validation meetings.

Beyond the production of technical studies, the assignment is expected to combine analytical work with **continuous and flexible technical assistance to national and local authorities**. The objective is not only to assess the feasibility of technical and institutional options, but also to support public stakeholders throughout the decision-making process, strengthen ownership of proposed solutions and prepare the conditions for effective implementation. The consultant hired will be expected to be proactive in proposing tools to be developed with the aim of supporting informed decision-making and the adoption of various options.

C. Scope of work

The primary scope of the study shall cover:

- Port Vila and its urban and peri-urban areas;
- the waste streams currently disposed of at the Bouffa site, including those originating from Shefa Province.

Additional national-level analyses may be carried out where required, in particular with regard to:

- the regulatory and institutional framework;
- Extended Producer Responsibility (EPR) schemes;
- national recycling and recovery chains.

D. Description of tasks and deliverables

The services are structured into four main tasks to be implemented sequentially. The tasks and activities described below shall not be considered exhaustive. The Consultant shall include all activities deemed necessary to deliver high-quality outputs.

The Consultant shall adopt an embedded and iterative approach, combining technical analyses with on-site support to the authorities throughout the assignment. The proposed methodology shall clearly articulate feasibility studies, institutional support and capacity building, ensuring strong operational relevance and continuous interaction with key counterparts. It shall include, as appropriate: (i) stakeholder consultations, (ii) field observations and data collection, (iii) option analysis and decision-support workshops, (iv) small training sessions and capacity-building activities and (v) restitution and validation meetings at key milestones. The Consultant shall also ensure coordination with other partner development institutions involved in the sector, where relevant, to avoid duplication and ensure complementarity.

The Consultant is encouraged to propose innovative and context-adapted modalities of technical assistance, including flexible on-site support, in order to best respond to the needs and constraints of the authorities.

All deliverables shall be submitted in draft and then in final versions incorporating comments from AFD and key counterparts. Final versions shall be provided in editable formats (Word/Excel) and in PDF. PowerPoint presentations used for workshops and restitution meetings shall be transmitted to AFD.

Task 1: Critical review and update of the existing diagnostic

T1.1: Critical review of the FASEP study. The Consultant shall carry out a critical and operational review of the FASEP SCE Phase 1 study, with particular attention:

- the robustness and relevance of waste generation and characterization data;
- the validity of technical assumptions and scenarios proposed;
- the analysis of the upstream SWM system (pre collection, collection, transfer)
- the analysis of sorting, recycling and recovery chains;
- the consideration of institutional, land, financial and human resource constraints;
- the limitations of the study with regard to investment readiness.

The review shall clearly distinguish between:

- options that are directly implementable;
- options requiring further refinement;
- options that are not relevant in the short to medium term

T1.2: Targeted update of the diagnostic

Based on identified gaps, the Consultant shall conduct targeted complementary analyses, including:

- additional data collection on waste flows, practices and operational performance;
- consultations with institutional, technical and private stakeholders;
- a detailed territorial assessment (land availability, accessibility, climate and social constraints).

The Consultant shall organise one **diagnostic restitution meeting** (or workshop) to present the updated findings, confirm key assumptions and agree on the main issues to be addressed during the feasibility phases.

Deliverable 1 (D1): Critical review and updated diagnostic report.

Indicative content:

- summary of the FASEP review, with clear conclusions and implications for the present assignment;
- updated diagnostic of the solid waste management system (collection, sorting, recovery, disposal), including key constraints and opportunities;
- summary of stakeholder consultations and main issues raised;
- identification of priority gaps to be addressed in subsequent tasks and recommended working assumptions.

Task 2: Feasibility study for the development of a sanitary landfill

The feasibility study shall be conducted in close coordination with the authorities, with a view to progressively strengthening their capacity to assess technical, organisational and financial options, arbitrate trade-offs and prepare subsequent investment decisions.

T2.1: Site analysis and location scenarios

The Consultant shall identify and assess several potential sites for the development of a sanitary landfill, including options related to the continuation, extension or relocation of the existing Bouffa site. The analysis shall be based on a multi-criteria approach, covering:

- land tenure and legal status;
- accessibility and logistics;
- geotechnical and hydrogeological conditions;
- exposure to climate and disaster risks (cyclones, heavy rainfall, flooding);
- environmental and social constraints.

The option of the Bouffa site to host a sanitary landfill will also need to be analyzed, taking into account the rehabilitation of the existing landfill (reprofiling and stabilization of the landfills, management of pollutants, management of biodiversity, etc.).

A **decision-support workshop** shall be organised to present the shortlist of options (with a simple multi-criteria comparison) and confirm the preferred option with key counterparts and AFD.

T2.2: Technical pre-design

For the selected option, the Consultant shall prepare a technical pre-design at an advanced feasibility level, including preliminary engineering design, covering:

- general layout and phasing of landfill cells;
- leachate and stormwater management;
- landfill gas management;
- areas dedicated to sorting, special waste and disaster waste;
- operational requirements and indicative equipment needs.

T2.3: Organizational and financial analysis

The Consultant shall propose and assess:

- institutional and operational management arrangement for the sanitary landfill;
- complementarity and organization with the upstream SWM system, including proposed organizational arrangement between the different segments;
- indicative investment (CAPEX) and operating (OPEX) cost estimates;
- financing and tariff scenarios;
- an assessment of long-term financial sustainability.

Deliverable 2 (D2): Sanitary landfill feasibility study (technical, organisational and financial).

Indicative content:

- site analysis and justification of the selected option, including decision-support elements;
- preliminary engineering design package at advanced feasibility level (layout, phasing, key systems principles);
- CAPEX/OPEX estimates and main assumptions;
- institutional/operational scenarios and associated implications;
- proposed financial mechanism;
- key risks (technical, operational, climate-related) and proposed mitigation measures.

Task 3: Gap analysis of the downstream value chain and institutional support needs

T3.1: Target downstream waste management scheme

The Consultant shall propose a realistic and phased structuring of the downstream waste management chain, adapted to the local and insular context, including:

- source and/or downstream sorting schemes;
- articulation between sorting, recovery options and the sanitary landfill;
- material and organic recovery options;

The proposed downstream waste management scheme shall explicitly take into account the role of private operators within the overall ecosystem, including existing formal and informal actors involved in collection, sorting, recycling and recovery activities. The analysis shall assess their current positioning, operational constraints and potential contribution to the proposed target scheme.

On an exploratory basis, the Consultant shall assess the potential interest and capacity of private operators active (including European) in recycling and recovery sectors to engage in the Vanuatu context. This assessment may include a light market sounding or desk-based review, aimed at identifying the types of technical, operational or organizational solutions that could realistically be mobilised, as well as key enabling conditions and constraints.

In order to ensure the operational viability and social acceptability of the proposed downstream scheme, the Consultant shall analyse current public awareness, practices and behavioural patterns related to waste management in Port Vila and its surroundings. Based on this analysis, the Consultant shall develop a structured communication and citizen engagement plan to support the future implementation of the recommended system.

This plan shall include:

- identification of key target groups (households, schools, businesses, community leaders, informal workers, etc.);
- definition of priority behavioural objectives (waste reduction, source separation, compliance with regulatory measures, proper use of facilities, etc.);
- proposed engagement and communication actions adapted to the local context (community meetings, schools programmes, media, local networks, etc.);
- institutional responsibilities for implementation and coordination;
- indicative budget, phasing and monitoring indicators.

The objective is to ensure that behavioural change and citizen participation are fully integrated into the design of the downstream value chain and not treated as a stand-alone or secondary component.

T3.2: Regulatory and control support

Specific support shall be provided to strengthen the regulatory and control functions of public authorities, to strengthen i) reduction of waste and ii) the solid waste management service including:

- enforcement of the plastic ban;

- development and implementation of Extended Producer Responsibility (EPR) schemes in coherence and complementary with other tools and financial mechanism (deployment of deposit scheme, promotion of reuse, taxes etc.);
- regulation and monitoring of private operators involved in waste management.

The Consultant shall ensure consultation with relevant authorities and stakeholders and may facilitate **working sessions** to discuss implementation pathways and institutional arrangements.

The Consultant will be required to make concrete and actionable recommendations to support the implementation of existing regulations and frameworks, as well as to make proposals for the next steps that could strengthen the momentum for the deployment of a circular economy in Vanuatu.

The assignment shall include the mobilisation of a field-based expert, regularly present in Port Vila, providing flexible and demand-driven technical assistance to the authorities. The exact modalities, frequency and scope of this on-site support shall be proposed by the Consultant and justified in relation to the objectives of the assignment.

T3.3: Identification of long-term implementation support needs

The Consultant shall assess and clearly define the medium- and long-term project management and technical assistance needs of the national and local counterparts in view of the subsequent investment phase.

This assessment shall include:

- identification of gaps in project preparation, procurement, contract management and operational oversight capacities;
- definition of the scope, profile and duration of a potential Project TA to support the implementation of the future investment project;
- recommendations on institutional anchoring and coordination mechanisms for such an implementation support;
- preliminary costing and indicative phasing of the recommended support.

The objective is to ensure that the proposed investment project is accompanied by an adequate and realistic support framework enabling effective implementation and sustainability.

Deliverable 3 (D3): Downstream value chain development and institutional support plan

Indicative content:

- proposed target organization and phased roadmap for the downstream value chain, including sorting and recovery options adapted to the local context and articulated with the landfill strategy;
- analysis of the role and positioning of private operators (formal and informal) within the target scheme, and organizational and legal arrangements governing the articulation between public authorities and private operators (regulatory, contractual and oversight mechanisms);
- clarification of institutional roles and responsibilities and coordination arrangements across the downstream value chain;
- recommendations on regulatory and control strengthening (plastic ban, EPR, operator oversight);
- structured communication and citizen engagement plan, including priority actions, institutional responsibilities, indicative budget, phasing and monitoring framework;
- assessment of long-term implementation support needs for the investment phase, including scope, indicative profiles, institutional anchoring and costing.

Task 4: Capacity building, climate screening and E&S framework

T4.1: Capacity building programme

The Consultant shall design and implement a structured capacity-building programme targeting national and local institutions, including:

- technical, financial and regulatory training sessions;
- multi-stakeholder workshops;
- tailored pedagogical materials.

Capacity building shall be organised to support effective ownership of the feasibility outcomes and the subsequent investment phase.

T4.2: Climate screening

The Consultant shall carry out a climate screening of the proposed project, including:

- an assessment of climate vulnerability and resilience of the proposed project;
- a comparative assessment of greenhouse gas emissions of the proposed scenarios.

T4.3: Environmental and Social (E&S) framework

In coordination with AFD's Environmental and Social Division (AES), the Consultant shall carry out an environmental and social screening, including:

- preparation of a preliminary Environmental and Social Impact Assessment (ESIA) or an Environmental and Social Management Framework (ESMF) and a Resettlement Policy Framework (RPF);
- identification of key environmental and social risks and proposed mitigation measures.

The Boufa site currently hosts several informal waste collectors, particularly women and young people. The approach adopted during the study shall take their presence into account and propose appropriate courses of action, including professionalization, formalization, livelihood restoration measures.

A gender-sensitive approach is required throughout the assignment to address the specific situations of these workers. More broadly, the structuring of the downstream sector may generate new economic opportunities, for which gender dynamics and potential differentiated impacts shall be analyzed.

A **restitution meeting** shall be organized to present the climate and E&S screening results and clarify implications for the investment phase.

Deliverable 4 (D4): Climate and E&S screening report.

Indicative content:

- climate vulnerability screening and key resilience recommendations;
- comparative greenhouse gas emissions assessment of scenarios;
- preliminary E&S screening outputs (ESIA or ESMF, as confirmed and a RPF) and proposed mitigation measures;
- key follow-up actions recommended for the investment phase.

Deliverable 5 (D5): Capacity-building and on-site technical assistance report.

Indicative content:

- capacity needs overview and training/workshop programme implemented;
- summary of training materials and key messages delivered;
- summary of on-site technical assistance activities and outputs/tools produced;
- lessons learned and recommendations for sustaining capacities beyond the assignment.

OPTIONAL TRANCHE: Additional complementary studies

In order to ensure flexibility and responsiveness to findings emerging during the feasibility study, the Contract may include an optional tranche covering additional complementary studies that may be required to consolidate the investment project.

The activation of this optional tranche shall be subject to prior written instruction from AFD, based on identified needs and availability of budget.

These additional studies may include, but shall not be limited to:

- complementary geotechnical, hydrological or topographical investigations for the selected landfill site;
- additional environmental and social studies, if required to meet regulatory or financing standards;
- more detailed technical design elements beyond advanced feasibility level;
- in-depth financial, tariff or economic modelling;
- supplementary market assessments or private sector engagement analyses;
- any other targeted technical assessments deemed necessary to strengthen investment readiness.

The Consultant shall, in its financial proposal, clearly distinguish between the base tranche (mandatory services) and the optional tranche, including indicative budget allocation, expert inputs and implementation timeline.

The optional tranche, if activated, shall be implemented under the same contractual conditions as the base tranche and within a timeframe to be agreed with AFD.

The budget for this optional phase is capped at 35,000 euros.

E. Methods for carrying out the study

The assignment shall include the mobilisation of a field-based expert for all tasks, regularly present in Port Vila, providing flexible and demand-driven technical assistance to the authorities. The exact modalities, frequency and scope of this on-site support shall be proposed by the Consultant and justified in relation to the objectives of the assignment.

E.1. Document database

At the inception phase, the Consultant shall submit a detailed list of documents required for the proper execution of the contractual tasks (strategic documents, previous studies, regulatory texts, plans, maps, datasets, etc.).

AFD commits to transmitting all documents in its possession that may contain relevant information for the Consultant's needs, subject to availability.

E.2. Study management and governance

The project management of this assignment shall be ensured AFD's local office, in coordination with the relevant authorities of the Republic of Vanuatu. Technical support may be provided by AFD headquarters, in particular by the Urban Development Division (VIL).

The Consultant shall propose, as part of its inception phase, an appropriate governance and coordination mechanism for the assignment, taking into account the institutional context and stakeholder involved. This governance framework may include the establishment of a steering committee, composed of representatives of the competent national and local institutions in charge of waste management, environmental regulation and urban services, as well as AFD. Other stakeholders may be invited on a case-by-case basis.

Where relevant, the proposed steering committee shall meet on a regular basis (at least quarterly) and shall provide guidance on the implementation of the assignment, as well as formally review and validate key milestones and deliverables.

E.3. Stakeholders and consultation process

The Consultant shall work in close and continuous coordination with the competent authorities of the Republic of Vanuatu, relevant local governments and AFD (both at local and headquarters level).

The assignment requires a participatory approach. The Consultant shall consult all relevant stakeholders, including public institutions, private operators, civil society organisations and, where relevant, regional partners.

Throughout the study, the Consultant shall adopt a capacity-building approach with local and national authorities in order to generate ownership of the studies and facilitate the validation of the various deliverables and options to be retained for the project. This approach shall be clearly outlined in the Consultant's proposal.

E.4. Language requirements

All proposed key personnel and experts must have full professional proficiency in English, both oral and written.

All reports, deliverables and presentations shall be drafted in clear and correct English. Insufficient quality in written English may lead to requests for revision or, if necessary, replacement of the concerned expert.

F. Organization of the Consultant's team

The Consultant shall propose a multidisciplinary team adapted to the scope and level of ambition of the assignment. The Consultant shall be fully responsible for ensuring that the proposed personnel have the qualifications, experience and availability required to perform the services described in these Terms of Reference.

The Team Leader shall be responsible for the overall coordination of the assignment, compliance with the schedule, and the quality of the deliverables. The Team Leader shall act as the main point of contact with AFD.

This position can be filled by a single person, but an international/national or junior/senior pairing, for example with the involvement of an international volunteer, is strongly recommended. This is because the position requires a very regular presence on site at the municipality of Brazzaville for a minimum of 12 months to raise awareness, lead discussions on the study, coordinate the work of other experts, structure decision-making, and provide some training for the teams.

The Consultant shall demonstrate the capacity to mobilise a multidisciplinary team covering, at a minimum, the following key areas of expertise:

1. Project coordination and team leadership (*Team Leader*)
2. Solid waste management especially downstream and sanitary landfill engineering
3. Circular economy (EPR, plastic management, recycling)
4. Institutional, regulatory and governance frameworks
5. Financial and economic analysis of waste management systems
6. Climate change and E&S risk management
7. Capacity building and technical assistance
8. Stakeholder consultation and participatory approaches
- 9.

An experience in participatory approach with informal sector would be an asset

G. Schedule and estimated duration of the service

The maximum budget available for this assignment is **EUR 415,000 (450 000 euros including the optional tranche)**.

The indicative duration of the assignment is **15 to 18 months**, excluding validation periods.

The Consultant shall propose in its technical and financial offer a detailed and realistic timetable for the performance of the services, clearly distinguishing:

- office-based work and field missions;
- inputs by expert profile;
- costs of conducting surveys and organizing workshops
- key milestones and validation points.

The assignment shall start approximately one month after contract signature.

The validation of each phase and key deliverable by AFD shall constitute a condition precedent for the implementation of the subsequent phase.

AFD shall have a period of four (4) weeks to review and comment on each deliverable. The Consultant shall integrate comments within ten (10) working days. Final deliverables shall be validated by AFD. Particular attention shall be paid to the format and readability of deliverables. Each deliverable shall include an executive summary, and the Consultant is strongly encouraged to prioritise the use of maps, diagrams, tables and visual materials over lengthy narrative reports. The Consultant is free to propose its own timetable. Any extra delays should be properly justified in its offer.

H. Missions and travel arrangements

The assignment shall require several field missions to Port Vila and other relevant locations for data collection, technical assessments, workshops and restitution meetings.

The Consultant shall propose an organisation of the services combining office-based work and on-site presence, including regular and close interaction with national and local authorities in Port Vila. Proposals demonstrating a sustained on-site presence and strong proximity with counterparts will be particularly valued.

All costs related to travel, accommodation, local transportation and the organisation of workshops and meetings shall be included in the financial proposal.

I. Deliverables

The assignment is structured around five deliverables are as follows:

Deliverables
Deliverable n°1: Critical review and update diagnostic (Task 1)
Deliverable n°2: Sanitary landfill feasibility study (Task 2)
Deliverable n°3: Downstream value chain structuring and institutional support (Task 3)
Deliverable n°4: Climate and E&S screening report (Task 4)
Deliverable n°5: Capacity-building and on-site technical assistance report (Task 4)

All presentations (PowerPoint format) prepared for steering committees, workshops or restitution meetings shall also be transmitted to AFD.

J. Responsibilities and contract duration

The Client of the study is AFD. The direct beneficiaries are the competent institutions of the Republic of Vanuatu involved in solid waste management, environmental regulation, climate change and urban services, including the Ministry of Climate Change (MoCCA) and its relevant departments (environment, energy and disaster risk management), the Department of Environmental Protection and Conservation (DEPC), the National Advisory Board on Climate Change and Disaster Risk Reduction (NAB), the Urban Planning Department of the Ministry of Internal Affairs, and the Ministry of Infrastructure and Public Utilities (MIPU).

Local logistics, including accommodation and local transportation for international and local experts, shall be included in the Consultant's financial proposal.

The contract shall be valid for a total duration corresponding to the planned implementation period of the assignment, estimated at 15 to 18 months following the contract signature date.

The Consultant shall promptly inform AFD of any risk of delay and propose appropriate mitigation measures. No payment shall be accepted beyond the contractual end date, except in the case of a formally approved contract amendment.