



for a toxics-free future

REQUEST FOR PROPOSAL Evaluation: IPEN-Sida Cooperation 2021-2025

ABOUT IPEN

A GLOBAL NGO NETWORK

IPEN (International Pollutants Elimination Network¹), is a global network of public interest NGOs working together for a toxics-free future for all: a world in which toxic chemicals are no longer produced or used in ways that harm human health and the environment. Today, IPEN is comprised of over 650 Participating Organizations (POs) in 127 countries, primarily in countries with developing and transitional economies.

IPEN HISTORY AND ORGANIZATION

IPEN was founded in 1998 as an NGO platform to promote a strong and effective global treaty to eliminate Persistent Organic Pollutants (POPs). When the Stockholm Convention on POPs was adopted in May 2001, IPEN adopted the [IPEN Stockholm Declaration](#). With this declaration, IPEN expanded its mission and scope and became a network to promote national treaty ratification, effective treaty implementation, and other national and international NGO interventions in support of POPs elimination objectives.

IPEN also supports the effective operation and implementation of the [Mercury Treaty](#) (Minamata Convention), the [Global Framework on Chemicals](#) (GCF), the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, and the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade. Since 2022, IPEN has participated in the [Intergovernmental Negotiating Committee on Plastic Pollution](#), working on the development of a Plastics Treaty.

IPEN has emerged as the leading global organization promoting international policies and controls on the production, use, and disposal of toxic substances, that thereafter can be implemented at the national level. Communities impacted by toxic chemicals are the primary constituencies of IPEN's members, and their priority mission is to protect and assist the rights-holders in developing key actions, policies and solutions to advance their work.

IPEN is registered in Sweden as a non-profit, public interest organization and is governed by a Steering Committee and an Executive Committee, chaired by IPEN's two Co-Chairs. Eight IPEN member organizations function as IPEN Regional Hubs in their respective region; Anglophone Africa (AA), Francophone Africa (FA); Central & (sections of) Eastern Europe as well as Western Europe (CEWE); a portion of Eastern Europe, the Caucasus & Central Asia (EECCA); Latin America & the Caribbean (LAC); Middle East & North Africa (MENA); South Asia (SA); and Southeast Asia (SEA).

IPEN POs are supported by an International Secretariat with 15 staff and expert advisors. IPEN's headquarters are in Göteborg, Sweden. The Secretariat also includes personnel and long-term experts based in other countries.

¹ Until 2019, the organization was called International POPs Elimination Network.



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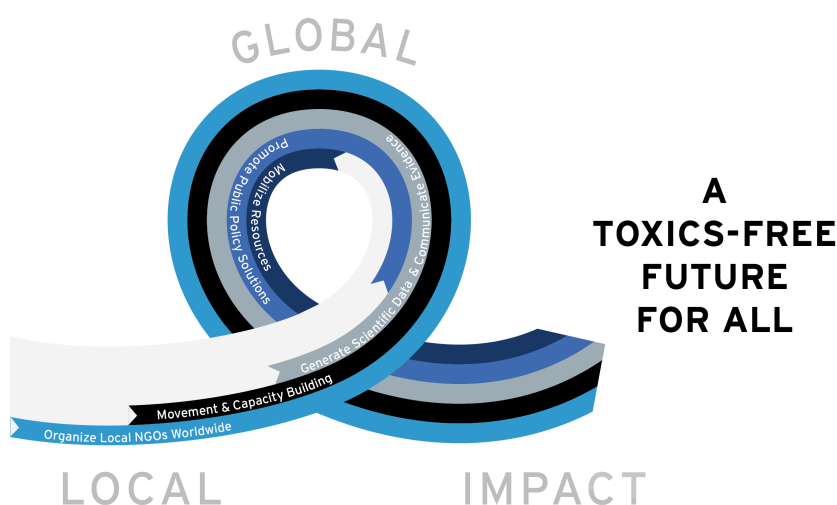
IPEN'S THEORY OF CHANGE

IPEN's primary constituents are NGOs based in under-resourced, low-and middle- income countries. These NGOs serve marginalized communities, whose national governments frequently lack the experience, expertise, and resources to properly manage the growing production, use, and disposal of chemicals within their borders. For these countries, international instruments and policy fora are especially important. International collaborations and international information- and experience-sharing create a context in which many countries can take similar, chemicals-related actions, based on the same scientific information, and in similar policy contexts. A strong, collaborative, and skill-sharing network of proficient civil society organizations, jointly organized on an international level, has a unique role to play in supporting the work to eliminate or more safely manage the production, use, and disposal of the world's most toxic chemicals and metals.

IPEN brings the local perspectives to the global policy arena: through studies, reports, technical expertise, witness-bearing from vulnerable groups and awareness-raising does IPEN show the concrete effects of toxics chemicals in the world, with a specific focus on developing countries and indigenous peoples. IPEN's public-interest NGO network identifies important national issues where international policy can help protect people and the environment from toxic chemical exposure. It bridges the concerns of rights-holders to international policymakers by organizing activities that elevate and prioritize those issues within international policy arenas.

Establishing international policies and agreements, however, is not sufficient to make change at the national level. This, again, creates an important and unique role for NGOs, as they have close connections to the broader civil society, have first-hand knowledge of the harms caused by unsound chemicals management, and often understand what needs to be done to better protect people and the environment from toxic chemical exposures. Once international policy is established, IPEN mobilizes expert and financial resources to help NGOs work with their national governments to implement those policies in ways that serve and protect the world's most vulnerable and marginalized communities.

As an advocacy network, IPEN works at the local, national and global levels, to achieve change. This is done in a circular mode where the work at the national and global levels feed into each other. This flow, with the important role of NGOs as the key actors advocating for change, is the basis of IPEN's data generation and strategic interventions.





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THE SIDA SUPPORT

IPEN has been supported with core funding from the Swedish International Development Agency (Sida) since 2016. For the current period, 2021-2025, IPEN has developed a five-year plan with defined outcomes and results for the network, summarized in a results framework (hereinafter defined as *Core Activities*). The overall goal for IPEN's plan is ***Safer Chemicals Management: Strengthening and Implementing International and National Regulations, Policies and Plans that Reduce and Eliminate Harm from Chemical Pollution***. Sida has provided core support for these five years to achieve the implementation of the *Core Activities*. An overview of the grant from Sida can be found on Open Aid: <https://openaid.se/contributions/SE-0-SE-6-13940>.

IPEN's *Core Activities* focus on four main objectives: three focusing on the programmatic work of IPEN and one focusing on the institutional strengthening of the network:

- Reduce and Eliminate the World's Most Hazardous Chemicals
- Halt the Spread of Toxic Metals
- Advance Strategic International Policies & Initiatives (including the Plastics Treaty process)
- Strengthen the Global Movement and Capacity of Public Interest Actors

Within each of the three programmatic areas above, IPEN conducts global interventions at the policy level that focus on advancing global chemical policy developments. In addition, IPEN carries out national interventions to both advance national policies and plans related to the international policy agreements, and conducts actions that generate data, engage the public, and promote political will to advance safer chemicals management nationally.

OUTCOMES

For its *Core Activities*, IPEN has defined outcomes and results, captured and monitored in a results framework. It should be noted that IPEN uses its results framework as a living document and adjusts it annually.

The Covid-19 pandemic significantly impacted IPEN's work, both during the pandemic 2020-2022 and thereafter. Thus, IPEN did a mid-term review of its RBM in 2023, adjusting several of the initial goals to better align with the post-pandemic context. The overview below contains the adjusted 2023 goals.

The objectives and sub-objectives include:

1: Reduce and Eliminate the World's Most Hazardous Chemicals

1.1 Global Bans: Secure decisions by the Stockholm Convention to list additional priority toxic chemicals for eventual elimination.

1.2 Improved Dioxin Guidelines: Adoption of protective and effective BAT/BEP guidelines for dioxin and waste and improved national dioxin inventories.

1.3 Stronger Hazardous Waste Standards: More health-protective Low POPs Content Limits (LCPLs) are established for dioxins, SCCPs, and PBDEs.

1.4 Promoting Compliance: Parties to the Stockholm Convention have put in place a compliance mechanism for obligations under the Convention.

1.5 New POPs-Contaminated Site Guidelines: The Stockholm Convention has adopted contaminated sites guidelines, and the use of non-combustion waste destruction technologies has been strengthened.

1.6 International Controls on Plastic Waste: The Basel Convention has been strengthened through inclusion of new substances and new waste definitions. To support the implementation of new amendments, IPEN has contributed to government decisions to refuse plastic waste imports and returning them.

1.7 International Controls on Lead Chromates and Chrysotile Asbestos: Rotterdam Convention Parties agree to examine a new Voluntary PIC Annex and has made steps towards the listing of lead chromates.



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2. Halt the Spread of Toxic Metals

2.1: Lead Paint Elimination: Significant advances have been made toward the global elimination of production, import, export, sale and use of lead paints. 20 new countries will have adopted some regulatory controls on the manufacture and sale of lead-containing paint.

2.2: Global Action on Used Lead Acid Batteries: IPEN is seen as an active, global stakeholder in the work to reduce lead poisoning from Used Lead Acid Batteries (ULABs).

2.3: Minamata Convention Compliance: There is an increased number of Parties and an improved level of compliance with the Convention, especially related to Article 21 on reporting.

2.4: Mercury Contaminated Sites Action: IPEN has contributed to the revision of the Minamata Convention Guidance Document on Contaminated Sites and contributed to efforts for the identification and the environmentally sound remediation of mercury-contaminated sites.

2.5: Mercury Controls: IPEN has significantly contributed to the available data and analysis of the ASGM situation in the world, increasing the understanding of the problem among relevant stakeholders.

3. Advance Strategic International Policies and Initiatives

3.1: International Chemicals and Waste Policy and Cooperation Beyond 2020: Decision by the international community to finalize a new global multi-stakeholder, multi-sectoral agreement to address chemical safety and sound chemicals management and waste objectives Beyond 2020 and implementation of the new Global Framework on Chemicals (GFC).

3.2: Phase-out of Highly Hazardous Pesticides: Decisions by national governments in low- to middle-income countries to phase out Highly Hazardous Pesticides.

3.3: Plastics: Work toward eliminating the toxic impacts of plastics throughout their lifecycle, from production & sourcing, transport, use, recycling, to the final disposal.

3.4 Ocean/Marine Pollutants: IPEN works with NGOs internationally, to advance policy, media and research initiatives to minimize and eliminate pollutants in marine and aquatic environments and establish an international policy discussion to curb marine pollutants to protect marine fisheries and healthy seafood supplies.

3.5 Energy & Toxic Pollutants: Develop an IPEN global program on Toxics Pollutants and the Fossil Fuel Cycle, focusing on public health impacts from air pollutants, including specific value-added alliances with international organizations focused on climate change.

3.6 Women Initiative: Promote women's leadership, increase engagement of groups interested in working on the impact of chemicals on women, and elevate the visibility of women as a group especially impacted by toxic chemicals and waste.

3.7 Health & Science Sector: Cultivate experts in the public health and science sector to assist IPEN in research and policy efforts and more effectively bridge science to policy, and policy to science.

3.8 Private Sector Accountability: Support private-sector efforts toward safer, non-toxic business initiatives and hold the private sector accountable for actions that demonstrate neglect for public health and the environment.

3.9 Ensure Effective Civil Society Engagement in the process of developing a Science-Policy Panel

4. Strengthen the Global Movement and Capacity of Public Interest Actors

4.1: IPEN PO Capacity: Build capacity among IPEN POs to grow and engage effectively in local, national, and global chemical safety efforts.

4.2: Communication and messaging: Enhanced IPEN communication and strategic messaging capabilities on toxic chemicals and waste.

4.3: Partnerships and alliances: Cultivate multi-sectoral partnerships and alliances to eliminate toxic pollutants.

4.4: IPEN Long-term Sustainability: Scale-up IPEN's infrastructure and capabilities for long-term sustainability and growth.



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PURPOSE, OBJECTIVE AND SCOPE OF THE EVALUATION

As part of the funding contract with Sida, IPEN seeks a consultant to conduct an evaluation of IPEN's *Core Activities* and outlook beyond 2025. Sida's core support continues until the end of 2025; thus, the evaluation will include activities and results from the first four of the five years of the grant.

The evaluation should:

- Evaluate the level of achievement of the planned results.
- Identify changes in context or implementation that have promoted or prohibited successful results.
- Assess to what extent the activities have been relevant to the IPEN POs.
- Review the IPEN Theory of Change and provide recommendations for the development of future strategic plans and results matrixes.
- Assess the sustainability of results achieved.
- Assess how IPEN's work has contributed to Sida's overall goal of poverty reduction and to the Sustainable Development Goals (SDGs), using Sida's definition of Multi-dimensional Poverty Analysis (MDPA).
- Assess the efficiency and cost effectiveness of IPEN's work and to what extent IPEN has managed to secure future funding from donors other than Sida.
- Provide recommendations for IPEN's development relating to areas of work and objectives, organizational structure and operations.

The evaluation should serve as a learning tool for IPEN and provide recommendations and conclusions to support IPEN's next phase of development and its next strategic plan.

EVALUATION QUESTIONS

The evaluation should be conducted according to OECD/DAC evaluation criteria²

IMPACT AND EFFECTIVENESS

- To what extent have the objectives and results of the *Core Activities* (as described in IPEN's results matrix) been achieved or are likely to be achieved?
- How has the funding from Sida impacted IPEN's implementation of its *Core Activities*?
- How have IPEN's *Core Activities* contributed to the development of international chemical safety?
- What were the major factors influencing the achievement or non-achievement of the objectives?
- How have IPEN's *Core Activities* enhanced the capacity and knowledge of the IPEN Participating Organizations?

EFFICIENCY

- How cost-efficient were the activities?
- Can efficiency be increased? If so, how?

RELEVANCE

- To what extent are the *Core Activities* relevant to the IPEN network and the beneficiaries?
- Are the outputs of the *Core Activities* consistent with the overall goal and the intended results in the results matrix?
- How is IPEN incorporating local policy issues, and the issues put forward by IPEN's Participating Organizations in the global policy arena?

² <https://www.oecd.org/en/topics/sub-issues/development-co-operation-evaluation-and-effectiveness/evaluation-criteria.html>



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SUSTAINABILITY

- To what extent will the achieved results create sustainable change for the beneficiaries and the IPEN network?
- How does IPEN promote and support local ownership of activities on –the ground, so that IPEN POs can continue the work after the activity is done (if they choose to do so)?

SPECIAL QUESTIONS (POVERTY REDUCTION, CIVIL SOCIETY DEVELOPMENT AND GENDER):

- How has the work of IPEN supported poverty reduction and contributed to the Sustainable Development Goals (SDGs)? (Sida's definition of Multi-dimensional Poverty Analysis (MDPA) is recommended to be used).
- What is the relationship between IPEN's on-the-ground activities and poverty alleviation?
- What relationship does IPEN's work have to vulnerable and/or poor communities on a local level?
- How has the work of IPEN supported civil society engagement with local and/or national governments in the Global South?
- How has IPEN's work incorporated gender-equality activities in the field of chemical safety and in its network activities (e.g. equal participation)?

RECOMMENDATIONS FOR THE FUTURE:

- Based on the data gathered and the analysis made, what would be your recommendations for IPEN's 2030 Strategic Plan, relating to:
 - Areas of work and objectives
 - Organizational structure, governance and network operations
 - Ability to manage growth of financial resources
 - Fundraising/Development

SUGGESTED APPROACH AND METHODOLOGY

The consultant is expected to conduct the evaluation using several methods for data gathering and analysis and should describe their suggested approach and methodology in the narrative proposal.

The consultant is expected to conduct a desk review, including reading and reviewing relevant reports and documentation of IPEN's work in the last 4 years. The consultant is also expected to use participatory techniques to gather additional data. The suggested methodology should include interviews with IPENers as well as government representatives, UN representatives and other networks collaborating with IPEN. In total, the consultant is expected to conduct at least 25 interviews with IPENers and collaboration partners. Interviews can be conducted in person or online.

Because IPEN is a global network, it is foreseen that data gathering will mainly take place via online interviews. Face-to-face interviews should be conducted with both IPEN leadership and a range of IPEN Participating Organizations attending the [2025 Meetings of the Conferences of Parties to the Basel, Rotterdam and Stockholm Conventions](#) (BRS COPs) in late April in Geneva, Switzerland. Focus groups and individual interviews can be arranged, based on the consultant's proposed methodology and suggested sampling methodology. The evaluator can also participate in the IPEN preparatory meeting for the delegation participating in the BRS COPs, to observe how IPEN works. To see examples of on-the-ground activities by IPEN Participating Organizations, it is recommended for the evaluator to conduct field visits to 1-2 IPEN Participating Organizations in Southeast Asia. IPEN will support the preparation of such visits. If deemed useful by the evaluator, the data gathering could include a visit to the IPEN Secretariat office in Sweden.



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DELIVERABLES AND TIMELINE

The consultant will ideally start the work by 24 February 2025 and provide a final report by 16 June 2025.

DATE	ACTIVITY/DELIVERABLE
24-28 February 2025	Project start-up, including inception meeting (online)
17 March	Draft inception report, including: <ul style="list-style-type: none">- A detailed description of the final methodology to be used- A preliminary version of interview questionnaires to be used and an interview plan- A final work plan for the evaluation- A preliminary outline of the final evaluation report
21 March	Final inception report
March- April	Desk review, online interviews
23-26 April*	Field visit/interviews with IPENers before the BRS COPs 2025 (in Switzerland)
27 April – 18 May	Field visit to 1-2 IPEN POs in Southeast Asia, online interviews, report drafting
19 May	First draft evaluation report
26 May	Comments on the first draft report from IPEN and Sida
End of May/early June	Presentation of first draft report with Sida (at Sida's office or online)
9 June	Second draft evaluation report
13 June	Comments on the second draft report from IPEN
20 June	Final evaluation report

*Dates could be slightly adjusted in case of changes in the BRS COPs meeting schedule

AVAILABLE BUDGET

The maximum budget for this assignment is SEK 650,000, including any VAT or taxes.

HOW TO APPLY:

The submitted proposal should consist of a narrative and a financial proposal.

The narrative proposal (no more than 10 pages excluding annexes) should include the following sections:

- **Presentation of the firm applying**
- **Comments on the Request for Proposal**, particularly the evaluation purpose, proposed methodology and any potential challenges or limitations.
- **Evaluation methodology**: A description of the proposed evaluation methodology including, but not limited to, data gathering, methods proposed, and the analytical framework.
- **Quality assurance**: A description of the quality assurance measures used by the team.
- **Relevant experience**: Details on previous experience with evaluations of similar nature.
- **Detailed time plan and work plan**, including all key activities and deliverables.
- **Key experts and staffing**: A description of all experts and a staffing plan for the project, including a description of how each member of the team should contribute to the work. The team should include at least two consultants. The consultant should also define requirements and expectations on support required from IPEN. CVs of all experts should be included as an annex (maximum 2 pages/expert).

The financial proposal should include a detailed budget and a budget narrative:

- Experts should be budgeted with a daily fee and number of days of work planned for each expert.
- Direct/remuneration costs should be separated from the expert fee costs.
- The budget should include any VAT or taxes applicable.



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SELECTION PROCESS

Proposals are evaluated as follows:

Consulting Firm qualifications, background and previous experience	10 points
Narrative proposal, including methodology, and workplan	35 points
Key Experts	30 points
Financial proposal	25 points
Total	100 points

QUALIFICATIONS

Applicants may be individuals or firms. The consultant team should have the following skills:

- Demonstrated experience in conducting global project evaluations for international NGOs, including desk research, data analysis, focus groups, and interviews.
- Excellent understanding of Result Based Management (RBM) and project design based on an RBM methodology.
- At least one team member should be knowledgeable in chemical management from a public interest perspective, and the international policy arena that IPEN operates in.
- All team members should be fluent in English, both written and spoken.

Preferable skills include:

- Experience with Sida core funding programs.
- Other UN languages are considered an asset as IPEN is a global operation.

SUBMISSION OF TENDER

If interested, please confirm your intent to submit a tender to IPEN's Operations & Finance Director, Maria Ekström Johansson (mariajohansson@ipen.org) by 15th of January 2025 at the latest.

The complete tender should be submitted via email by 31 January 2025 to:

Maria Ekström Johansson
IPEN Operation & Finance Director
mariajohansson@ipen.org

All applications must be submitted in English.

QUESTIONS

Questions should be sent via email to IPEN's Operations & Finance Director, Maria Ekström Johansson (mariajohansson@ipen.org) by 20 January 2025 at the latest. A summary of all answers will be provided by 24th of January 2025 to all firms who have expressed an interest in submitting a tender.