

## **REQUEST FOR PROPOSALS:**

### **Estimation of Food Waste Composition in Indore City**

#### **Overview**

WRI India seeks to partner with an organization with a presence in selected wards of Indore to conduct a survey on analyzing composition food waste from diverse sources. The work is expected to be completed by the 30<sup>th</sup> of January 2025 and proposals are invited by 15<sup>th</sup> of November 2024.

#### **About the Project**

The city of Indore has been making significant strides in waste management and is recognized for its cleanliness. To further enhance its food waste management and reduction strategies, a deeper understanding of the composition of food waste across various sectors, including households and the food service industry (HORECA), is crucial. As a knowledge partner to the Indore Municipal Corporation (IMC), WRI India is supporting efforts to reduce food waste in the city. This study aims to identify key categories, percentage composition of organic/ wet waste and characteristics of food waste, providing critical insights for more efficient resource allocation, waste processing and strategies for nutritional security.

The surveys structured around one key work package (WP), which is to- Quantify and categorize the different components of organic/ wet waste and detailed characterization of food waste generated at the household and the food service industry levels.

The survey focuses on collecting data from a representative sample of households and the food service industry to offer percentage organic waste composition and insights into food waste patterns across various socio-economic groups.

#### **Scope of Work and Deliverables**

##### *Roles and Responsibilities*

The selected organization will undertake the following tasks to achieve the objectives of the study:

1. Develop a detailed work plan outlining the approach, timelines, resource allocation and responsibilities.
2. Identify selected wards in Indore for the study in collaboration with WRI India.
3. Define sampling strategies to select a representative sample of households and the food service industry (HORECA: Hotels, Restaurants, Catering) across various socio-economic groups.
4. Collect physical samples of organic/ wet waste for further analysis. Ensure samples are collected ethically and with necessary permissions.
5. Quantify and categorize the different components of organic/ wet waste at the household and the food service industry. Classify into food waste, garden waste and other categories of organic/ wet waste. Food waste can be further classified based on predefined categories such as: Unavoidable food waste (e.g., peels, seeds, bones, eggshells); Cereals or their products; Pulses or their products; Fruits; Green leafy vegetables; Roots and tubers; Other vegetables; Meat/fish/poultry; Egg or its products; Milk products (e.g., paneer, khoa). Other categories composition details need to be mentioned in remark.

6. Accurately record the quantities of each category of organic/ wet waste and food waste. Document any notable patterns or observations during the data collection process.
7. Prepare a detailed report presenting the methodology, data analysis, findings, and conclusions.

#### *Deliverables*

1. A detailed survey report with comprehensive documentation of all findings, along with detailed methodology and work plan, sampling strategy and selection criteria for households and the food service industry, data collection tools (e.g., survey questionnaires, data recording sheets).
2. All raw data collected during the study in accessible formats (e.g., Excel spreadsheets).

#### **Timeline**

The engagement is expected to start from 30<sup>th</sup> November 2024 and continue until 30<sup>th</sup> January 2025

#### **Budget**

The expected value of this contract is ₹20,00,000 – ₹25,00,000.

#### **Guidelines for Proposal Submission**

##### *Requirements*

The selected vendor will be able to demonstrate organizational capacity and experience to deliver the work outlined in the proposal.

##### *Expression of Interest, Deadline for Questions and Proposal*

All expressions of interest and questions about this RFP must be received via email to the contact below by **10<sup>th</sup> November 2024, 6 PM IST**. Answers to the questions will be shared with all parties who have asked questions or otherwise expressed interest.

Name: Dr. Nitya Sharma

Title: Project Manager

Email: [nitya.sharma@wri.org](mailto:nitya.sharma@wri.org) , cc to [landscapes@wri.org](mailto:landscapes@wri.org)

All proposals must be sent by **15<sup>th</sup> November 2024, 6 PM IST** in electronic format to the same contact listed above.

#### **Evaluation Criteria**

The following elements will be the primary considerations in evaluating all proposals submitted in response to this RFP

- Innovative, Holistic, and Detailed Approach (25%)
- Organizational capability (25%)
- Cost Effectiveness (50%)

The bidder offering the best overall value will be selected. For this procurement, price and nonprice aspects are of equal importance (50:50).

#### **Disclaimer**

No part of this document shall be construed to be a document for offer. The acceptance of a proposal does not contractually bind WRI India. The vendor will have to sign definitive contractual documents which will govern its relationship with WRI India. The requirements mentioned in this document are subject to change.