

# Request for Expression of Interest (EoI)

Issued by ICLEI Africa

## Lizulu Horticulture Market Infrastructure Upgrades

7 January 2025

ICLEI Africa invites applications to participate in a project titled,  
**“Strengthening fresh food markets for healthier food  
environments”** in Lilongwe City.

**Expressions of Interest due: 24 January 2025**

All expressions of interest should be valid for 30 days.

Bids and technical queries can be sent to Project Manager:  
[meembo.changula@iclei.org](mailto:meembo.changula@iclei.org) with cc to: [amy.murgatroyd@iclei.org](mailto:amy.murgatroyd@iclei.org)

Submitted EoIs will be assessed against criteria set forth in this document and used for purposes of prequalification of interested parties to proceed to the dialogue stage of the procurement process.

*ICLEI Africa reserves the right not to appoint a service provider in relation to this  
Expression of Interest.*

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## Introduction

African cities are rapidly growing and having to tangle with the need to provide services for a growing population, while dealing with increasing impacts of climate and economic shocks. Within this context, lack of access to affordable, nourishing food has resulted in a double burden of malnutrition, in which those suffering from stunting and obesity or being overweight are present in the same food system. The lack of access to quality food is often determined by the form of existing infrastructure and lack of quality societal services (water & sanitation, energy, food storage, waste management, etc), and their associated costs. In these contexts, marketplaces have emerged as a vital space for intervention for food systems education and awareness, for direct improvements to infrastructure and services, and locations for value-addition to food and associated livelihood generation.

GIZ has been supporting various Food System Transformative Initiatives, recognising the need for urban food systems transformation to improve access to nutrition, in the context of rapidly urbanising cities whose urban food systems face various threats. Under the auspices of ICLEI CityFood, ICLEI with support from GIZ is implementing the Transformative initiative: *'Strengthening local fresh food markets for healthier food environments within planetary boundaries'*. This project aims to empower citizens to shift to healthier and more diversified nutrition while improving urban food environments by analysing local food markets, engaging key stakeholders at different levels, and fostering place-based exchange about healthy eating and food diversity.

Taking a two-phased approach, the first phase has focused on a situation analysis of the fresh food market environment through consultations, dialogues and action planning in order to arrive at a set of potential interventions and transformative solutions that could improve agribusinesses, food markets and food security in the two cities. Phase I also involved selection of a pilot market for each city. Following completion of Phase I, ICLEI Africa is commencing Phase II - implementation in the selected pilot market - Lizulu Horticulture market. The interventions in Lizulu Horticulture market focus on infrastructure, governance support and training. This expression of interest is seeking service providers for component one of the project implementation, which is infrastructure support.



## Project Details

Features	Details
Location	Lizulu Horticulture Market, Lilongwe
Scope of work	<p>The aim of this project component is to improve waste management practices and infrastructure at Lizulu Horticulture Market. The successful service provider will thus be expected to do the following:</p> <ul style="list-style-type: none"> <li>(a) <b>Design a waste separation area</b>, including an organic waste area, a recyclables sorting and storage area and a general waste area. Include infrastructure for converting organic waste into compost.</li> <li>(b) <b>Construct the appropriate infrastructure</b>, ensuring that it is: <ul style="list-style-type: none"> <li>(i) Durable, weather-resistant, and easy to clean.</li> <li>(ii) Cost effective and tailored to budget constraints.</li> <li>(iii) Clearly labeled and color-coded for different waste streams (e.g., organic, recyclable, general waste).</li> <li>(iv) Sized and positioned appropriately for market needs.</li> </ul> </li> <li>(c) Provide labelled <b>waste bins</b> for the market, as well as <b>wheelbarrows</b> to transport the waste.</li> <li>(d) Develop a <b>waste management action plan</b> and agreement between market actors.</li> <li>(e) <b>Train customers, traders, and market management</b> on waste separation practices, composting processes, and record keeping and financial management of the waste separation area. Provide the necessary resources, manual or user-friendly educational materials to effectively implement the waste management action plan.</li> <li>(f) Provide <b>sensitisation and public awareness raising material</b> on waste separation, taking into account the environmental protection of the nearby river, and highlighting the economic benefits of composting and recycling</li> <li>(g) Establish a <b>reporting mechanism</b> between traders and the Lilongwe City Council, to record and address any challenges that arise.</li> </ul>

Target beneficiaries	<ul style="list-style-type: none"> <li>• Lizulu Horticulture Market <ul style="list-style-type: none"> <li>○ Traders</li> <li>○ Consumers</li> </ul> </li> <li>• City council</li> </ul>
Maximum funding	Up to EUR 10,000 (ten thousand euros). This is the total funding available. The amount per successful entity could be less.
Implementation period	Eight (8) months between March 2025 and October 2025

## Purpose of the Request for Expression of Interest (REoI)

To adequately assess and evaluate all proposed solutions submitted by pre-qualified entities, the Fresh Food Markets Project seeks to undertake detailed discussions with pre-qualified entities.

The submission of the EoI is therefore an expression of interest to enter a competitive dialogue procurement process in collaboration with ICLEI Africa. This process will lead to the development of a Request for Proposals (RfP) against which pre-qualified entities will make submissions.

## Project Selection Process

Stage	Description
Stage 1: Pre-Qualification	Interested entities are invited to submit an Expression of Interest (EoI), along with qualifications and past experience. A shortlist of service providers will be selected based on predefined criteria: technical merit, cost-effectiveness, innovation, local content, sustainability and scalability, etc.



<p>Stage 2: Competitive Dialogue</p>	<p>Shortlisted entities will participate in structured dialogue sessions with the Fresh Food Markers project team. These sessions will focus on refining proposed solutions, addressing project needs, and ensuring alignment with project objectives. Entities will have the opportunity to clarify their proposals, explore innovative approaches, and refine pricing strategies during the dialogue phase.</p>
<p>Stage 3: Submission of Final Proposals</p>	<p>Following the dialogue phase, entities will respond to a detailed Request for Proposals. Final proposals will be evaluated based on a combination of technical merit, cost-effectiveness, innovation, local context, applicability and responsiveness, sustainability and scalability, etc.</p>
<p>Stage 4: Awarding of Contract</p>	<p>Contracts will be awarded to entities offering the best overall solutions as determined by the evaluation panel.</p>

## Contractor Expertise Requirements

### 1. Waste Management and Infrastructure Expertise

- **Experience in Waste Separation Systems:**
  - Proven expertise in designing, procuring, and installing waste separation infrastructure, including areas for organic waste, recycling, and general waste.
- **Waste Collection and Disposal Planning:**
  - Understanding of local waste disposal systems, including collaboration with municipal waste services.

### 2. Training and Capacity Building

- **Community Training Expertise:**
  - Experience designing and delivering training programs for diverse groups, including traders, market management, and customers.
- **Resource Development:**



- Ability to create user-friendly manuals and training materials tailored to low-literacy or multilingual contexts.
- **Behavior Change Communication:**
  - Knowledge of strategies to promote waste separation habits and long-term behavioural changes in community settings.

### 3. Environmental and Sustainability Expertise

- **Knowledge of Recycling Systems:**
  - Familiarity with local or regional recycling options and methods to integrate them into the waste management plan.
- **Environmental Compliance:**
  - Understanding of Malawi's environmental regulations and waste management standards.

### 4. Social and Behavioural Change Expertise

- **Participatory Approach:**
  - Demonstrated experience involving local communities in co-creating waste management solutions to ensure practicality and acceptance.
- **Conflict Management:**
  - Skills in resolving disputes or resistance that may arise among market actors over new practices.

### 5. Public Awareness and Sensitisation

- **Awareness Campaign Design:**
  - Proven ability to develop effective public awareness materials, such as posters, flyers, or audio-visual content, to educate the public on waste separation.
- **Stakeholder Engagement:**
  - Experience working with diverse stakeholders, including traders, market authorities, and local government, to ensure buy-in and cooperation.

### 6. Monitoring and Evaluation

- **Performance Tracking:**
  - Ability to design and implement tools for monitoring the effectiveness of waste management practices and identifying areas for improvement.
- **Impact Measurement:**



- Experience measuring behavioral changes, waste reduction, and other indicators to assess project success.

## 7. Local Knowledge and Networks

- **Familiarity with Urban Markets:**
  - Previous experience working in urban or public markets, particularly in Malawi or similar contexts.
- **Connections with Municipal Authorities:**
  - Established relationship with Lilongwe City Council, or waste collection services to ensure seamless integration into existing systems.

### Optional Expertise:

- **Graphic Design or Communication Skills:**
  - For creating visually engaging awareness and training materials.
- **Digital Tools for Training:**
  - Familiarity with digital or mobile platforms for sharing resources or conducting sensitisation campaigns.

## Application Requirements

Applicants are required to submit an expression of interest to the Project Manager: [meembo.changula@iclei.org](mailto:meembo.changula@iclei.org) with cc to: [amy.murgatroyd@iclei.org](mailto:amy.murgatroyd@iclei.org) by no later than **24 January 2025**.

Expressions of interest must include the following elements:

- A technical brief of no more than 3-pages, that outlines your understanding of the project, your approach/methodology, the work plan/timeline and a risk assessment.
- A company profile, and the CV/CVs of contractor or contractor teams who will implement the work. Indicate the roles and responsibilities of each team member.
- A list of past projects to demonstrate experience and skills related to this work, and a minimum of two past client references.
- Certificate showing that the company is a duly registered Malawian company.
- Tax compliance certificate from the Malawi Revenue Authority.



## Selection Criteria

- Overall submission quality
- Technical capacity and relevant experience
- References and past performance
- Innovation and sustainability

## Timeline

Expression of interest issued: 7 January 2025

Submission of expression of interest deadline: 24 January 2025

Shortlisted candidates informed: February 2025

Final appointments made: March 2025

**ICLEI Africa RESERVES THE RIGHT NOT TO SHORTLIST A SERVICE PROVIDER IN  
RELATION TO THIS REQUEST FOR EXPRESSION OF INTEREST.**

*Submissions from employees of Lilongwe City Council will not be accepted.*

*Please be aware if you do not hear any feedback, either ICLEI Africa has decided not to appoint a service provider for this piece of work, or you have been unsuccessful in your application.*

