

**MedWaves , the UNEP/MAP Regional Activity Center for SCP**

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[www.medwaves-centre.org](http://www.medwaves-centre.org)

# Terms of Reference to develop an Open innovation process in the textile sector

## 1. Background

MedWaves, the UNEP/MAP regional activity center for SCP is a center for international cooperation with the Mediterranean countries in terms of development and innovation of the productive sector and civil society based on models of more sustainable consumption and production with the aim of contributing to the transition towards sustainable economies in the states of the Mediterranean basin. It is legally hosted by the ARC (Agència Residus Catalunya).

MedWaves is one of the organizations belonging to the *Mediterranean Action Plan* (MAP), established since 1975 by the United Nations Environment Program, and whose objective is to coordinate cooperation between the 21 member countries of the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean (known as the Barcelona Convention) which aims to protect and improve the environment and the sustainable development of the region.

Likewise, from 2009 onwards the Stockholm Convention on Persistent Organic Compounds, a global treaty to protect human health and the environment from these toxic products, was added to the MedWaves action framework , given that the Center is designated by the member countries of the Convention as a Regional Center for its application. Since then, this type of pollutant has been introduced as a priority in a large part of MedWaves ' activities .

The activities developed by MedWaves include the organization of expert training and training activities, the publication of news and technical publications, the organization of expert meetings, the preparation of technical studies and methodologies, the establishment of networks for the exchange of knowledge and experiences between the main actors in the countries, the coordination of pilot projects and the assistance to the countries in the preparation of National Action Plans for the integration of consumption and sustainable production models in the development of the productive sector.

To respond to its strategic mission described in the SCP Regional Action Plan, the UNEP/MAP and the Mediterranean Strategy for Sustainable Development, MedWaves has developed The Switchers Support Programme that aims at training and supporting green entrepreneurs to develop their green businesses and reduce their environmental impact.

As part of this initiative, MedWaves adopts an open eco-innovation approach to help companies address their circular economy challenges, stimulate demand for sustainable products and services, and support green entrepreneurs and start-ups in accessing markets. To date, 54 eco-innovation challenges have been launched by companies, with 21 successfully solved through eco-innovative solutions driven by start-ups.

## 2. Objectives and description of the tasks

The purpose of this contract is to provide technical assistance service to identify circular economy-related challenges of textile companies of Tunisia and to facilitate their resolution by start-ups or entrepreneurs. A total of 2 challenges should be launched and solved.

The consultant will be responsible for the following tasks:

### 1. Identification and engagement of MSMEs interested in eco-innovating

The awardee will be responsible of identifying and engaging textile businesses at individual level or in clusters (to address common problems) interested in eco-innovating.

Once identified, the awardee will have to organise a half-day presential workshop where participants will be introduced to concepts of circular economy, eco-design, and Open innovation, and will work together to identify the most pressing environmental challenges of the sector. This meeting will lead to the identification of key environmental impacts issues that will be formulated as innovation challenges.

Deliverables expected:

- List of contacted companies
- List of participants
- Report of maximum 5 pages including the environmental impacts and challenges identified and those prioritized.

### 2. Formulation and launching of challenges

The awardee will formulate the challenges according to the template that will be provided by MedWaves and if needed, the awardee will have to complete it with the contribution of the companies.

Once formulated, the awardee will have to scout solutions coming from entrepreneurs or start-ups. A dissemination campaign will be designed to disseminate the challenges among entrepreneurs and start-ups and all relevant organisations that could serve to reach these actors (e.g. incubators, accelerators, universities).

The content of the communication materials (ppt, email content, banners for social media channels) will be developed by the awardee.

An event (online or offline) will be organised to present the challenges and identify solutions.

Deliverables expected:

- Two challenges formulated
- Design of the dissemination campaign
- Contents for the dissemination materials
- 2-pages report of the dissemination event, including list of participants
- List of solutions received

### 3. Selection of the solutions and signature of the agreement

The awardee will coordinate the evaluation and selection of the two (2) winning solutions according to a scoring system to be validated by ARC-MedWaves. A jury will be established to select the winning applications in collaboration with the organization(s) that launched the challenge. This jury must also be validated by ARC-MedWaves, which will be part of it.

The selection might involve the organization of an online pitching session where the 3 best solutions per challenge will be presented.

Once the two solutions will be selected, the awardee will facilitate the signature of the letter of commitment by the winners.

Deliverables:

- Scoring table
- Scoring results
- List of participants to the pitching
- Two letters of commitment

### 4. Support Development of the solution

The awardee will support in organising at least two meeting between the companies involved in the launching the challenges and the two winners. The first meeting would be at the beginning of the collaboration and, the second meeting at the end, where the winner will present the prototyped solution.

Deliverables:

- Minutes of the meetings

## 3. Calendar and presentation of offers

The tasks described must be carried out from the signing of the contract until December 2025.

The offer must include the following documents:

1. A technical offer based on the elements provided.
2. An economic offer. The amount of **the offer cannot exceed 12.000 Euros (VAT not included)**.

The deadline for submitting bids is **30<sup>th</sup> June 2025**. Bids must be sent to [aibaneza@gencat.cat](mailto:aibaneza@gencat.cat) and [gmosangini@gencat.cat](mailto:gmosangini@gencat.cat).

#### 4. Selection process

All candidates will be notified of receipt of offers.

Offers will be evaluated according to the following criteria and scores:

points	Criteria
Maximum 60 points	Quality of the technical offer to meet the objectives
Maximum 40 points	Economic offer

For any questions about these Terms of Reference, please contact: Anna Ibañez  
[aibaneza@gencat.cat](mailto:aibaneza@gencat.cat)

#### 5. Selection and payments

The winning candidate will be notified by email about the selection of the offer. From this moment you can start working according to the calendar.

A single payment will be made at the end of the contract. Payments will be made within 60 days of receipt and validation of the invoice. The Contractor is not responsible for bank charges that may be applied by the bank of the consultant(s), nor for currency exchange variations.

### Template offer

**From:**  
**Name:** XXXXXX  
**Address:** XXXXXXXXXXXXXXX  
**Country:** XXXXXXXXXXX  
**Phone:**  
**E-mail:**  
**VAT n° or Tax ID:** xxxxxx

**To:**  
**MedWaves/ Regional Activity Center for Sustainable Consumption and  
Production**  
**Agència de Residus de Catalunya**  
**Passeig de la Zona Franca, 107**  
**08038 Barcelona, Spain**  
**NIF: Q-5856373-E**

**Offer n° xxxxxxxxxxx**

- 1) Objective:**
  
  
  
  
  
  
  
  
  
  
- 2) Tasks description:**
  
  
  
  
  
  
  
  
  
  
- 3) Implementation schedule**
  
  
  
  
  
  
  
  
  
  
- 4) Budget**
  
  
  
  
  
  
  
  
  
  
- 5) Bank Details**

This template is created by the SCP/RAC for the purpose of call for proposals.