



MedWaves, the UNEP/MAP Regional Activity Centre for SCP

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www.medwaves-centre.org

Terms of Reference (ToR) for technical assistance to assess and optimise the production processes and resource efficiency of a dairy company

1. CONTEXT

MedWaves, the UNEP/MAP Regional Activity Centre for Sustainable Consumption and Production (hereinafter “MedWaves”), is an international cooperation centre working to promote development and innovation based on the sustainable consumption and production approach.

The Centre is one of the Regional Activity Centres established under the United Nations Environment Programme/Mediterranean Action Plan (hereinafter “UNEP/MAP”), the UNEP programme established to support the countries party to the Barcelona Convention for the protection of the marine environment and the coastal region of the Mediterranean. The Centre also contributes to the implementation of the Stockholm Convention, an international agreement bringing together 180 countries to address the production and use of persistent organic pollutants and highly polluting and toxic substances. MedWaves is mandated by the Barcelona and Stockholm Conventions to provide assistance to their Contracting Parties in fulfilling their commitments under these conventions, including by supporting countries in their transition towards sustainable consumption and production patterns and a circular economy.

In order to fulfil its strategic mission, as defined in the Regional Action Plan for Sustainable Consumption and Production (SCP Regional Action Plan), the UNEP/MAP and the Mediterranean Strategy for Sustainable Development, MedWaves has developed the Switchers Support Programme, which aims to create an enabling environment for entrepreneurs and small and medium-sized enterprises developing circular and sustainable business models in the Mediterranean region.

Within this initiative, MedWaves developed the GoZero Programme that aims to accelerate the decarbonization and sustainable transition of Mediterranean SMEs by reducing their carbon footprint, identifying improvement opportunities across their life cycles, and designing sustainability action plans. Companies participating in the 2025 edition of GoZero developed decarbonization plans featuring actions with the potential to reduce emissions by over 6,600 tonnes of CO₂ equivalent.

To demonstrate the viability of implementing these plans and reducing the emissions, MedWaves is supporting a few businesses in piloting some actions.

2. OBJECTIVE AND DESCRIPTION OF TASKS

The objective of this technical assistance to MedWaves is to assess and optimise the production processes of mozzarella and kashkaval of a dairy lebanese company, with a focus on product quality, production efficiency, energy consumption and production costs.

The consultant shall assess the existing formulations and production processes, identify the main technical constraints and quality issues, and identify opportunities for process, formulation and energy optimisation.

The assessment shall include:

- Review of the existing formulations and production processes for mozzarella and kashkaval.
- Evaluation of key raw materials, production parameters and process conditions affecting product quality, yield and consistency.
- Identification of the main product quality and stability issues
- Review of production losses, inefficiencies and energy consumption, and identification of potential improvement opportunities.

The assessment phase also include at least one visit to the manufacturing plant.

Based on the findings, the consultant shall:

- Identify and prioritise technically and economically feasible improvements.
- Conduct or support technical trials to validate the proposed improvements.
- Assess the expected impact on product quality, yield, production efficiency, energy consumption and production costs.
- Provide recommendations for optimised formulations, production parameters for better efficiency (including energy) , quality controls and product stability.
- Provide practical recommendations for implementing the proposed improvements.
- Provide estimates of the potential CO₂ emissions reductions.

The consultant shall deliver a final report presenting the activities carried out, the results of the assessment and trials, the identified improvement opportunities, and the proposed solutions and recommendations.

3. DELIVERABLES AND TIMELINE

The expert/consultant shall start the work after validation of their offer by the Contractor.

Activity	Deliverable	Date
1	Results of the assessment	4 weeks after notification
2	Final report including recommendations	8 weeks after notification

All the deliverables will have to be presented in English and validated by the Contractor. In addition, regular calls will be organized with the Contractor.

4. WORKING ARRANGEMENTS AND MODALITIES

- The expert shall commence the assignment upon validation of the proposal by the contracting party. The assignment is expected to continue until the end of December 2026.
- Throughout the project, regular communication shall be maintained with the MedWaves team via email, videoconferences, and/or telephone calls.
- The expert shall carry out the work in Lebanon and it will include at least one visit to the plant. The expert will use their own resources and equipment.
- English shall be the primary language for communication and the submission of deliverables.

5. ELIGIBILITY

Candidates must meet the following requirements:

- Be an individual or a company able to comply with the applicable national legal and tax requirements for receiving international funds from Spain.
- Hold a bank account in the name of the applicant, with the account holder being the same as the candidate.
- Demonstrate a good command of English, both spoken and written, with strong drafting and communication skills.
- At least 5 years of experience in food processing and industrial production, preferably in the dairy sector
- Demonstrated experience in process optimisation, product quality and production efficiency
- Experience in energy and resource efficiency, including identification of improvement opportunities and potential CO₂ reductions

6. SUBMISSION OF OFFERS AND SELECTION PROCESS

Candidates shall submit the following documents:

1. Technical offer

The candidate shall submit a proposal describing the methodology, available resources and a timeline for the implementation of the assignment, taking into account the activities and deliverables described above. The offer shall also present the expert/company profile and relevant experience

2. Financial offer

The financial offer shall provide a lump-sum price for the provision of the service including any cost related to the visit of the company.

Important: The maximum amount for the offer is EUR 10.000 Euros VAT included.

Offers shall be sent to aibaneza@gencat.cat with the subject line “Optimisation production process and resource efficiency - dairy” before 11th October 2026 at 23:59 (CEST).

Banking form: A bank form duly completed, signed, and stamped by the bank.

All candidates will be informed of the receipt of their offer.

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

Points	Criteria
Maximum 40 points	Technical offer
Maximum 30 points	Financial offer
Maximum 30 points	Profile of the expert

For any questions concerning these Terms of Reference (ToR), please contact: Anna Ibañez, aibaneza@gencat.cat.

7. SELECTION AND PAYMENT TERMS

The selected candidate will be notified by email of the acceptance of their offer. From this notification, the assignment may start according to the planned schedule.

Payments shall be made according to the following terms:

- 50% upon completion of the assessments
- 50% upon submission and approval of the final report.

Payments shall be made within 60 days of receipt and validation of the invoice.

The Contractor shall not be responsible for any bank charges that may be applied by the service provider's bank, nor for any fluctuations resulting from exchange rates.

Annex: Offer template and bank form

FROM:

Company name: XXXXXX

Address: XXXXXXXXXXXXX

Country: XXXXXXXXX

Tel:

Email:

Tax Identification Number: xxxxxx

TO:

MedWaves

Agència de Residus de Catalunya

Passeig de la Zona Franca, 107

08038 Barcelona, Spain

NIF: Q-5856373-E

Quotation No. for provision of XXXX

1) Objective of the work

2) Description of the work

3) Implementation schedule

4) Budget

5) Bank details

Request of payment (Bank details)

CREDITOR DETAILS

TAX ID	NAME
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STREET	PD
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CITY	COUNTRY
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PAYMENT DETAILS

NAME OF BANK

IBAN NUMBER
Country
code

[illegible]

SWIFT CODE

ADDRESS OF BANK

PD	CITY
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Hereby I declare that I'm the holder of the account
above stated.

With the agreement of the Bank

CITY AND DATE	SIGNATURE/ STAMP
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SIGNATURE/ STAMP

In compliance with the Personal Data Protection Regulations and thus, in accordance with the Spain Organic Law 15/1999, dated 13th December 1999, on the Protection of Personal Data (LOPD), we inform you that the contact details hereby provided are included in a file owned by the Waste Agency of Catalonia, based on C/Doctor Roux núm. 80, 08017 – Barcelona.