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## World Economic Forum

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# *REQUEST FOR PROPOSALS TO: DESIGN AND ESTABLISH A GLOBAL PLASTIC ACTION PARTNERSHIP FINANCING TASK FORCE*

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# 1. Introduction and instructions

## 1.1. Purpose of this Request for Proposal

This request for proposal (RFP) is an invitation to submit proposals for the design and establishment of a Financing task for the Global Plastic Action Partnership (GPAP), hosted by the World Economic Forum.

The purpose of this RFP is to solicit proposals from suppliers with expertise in sustainable finance strategy and implementation, with a view to meeting high-quality requirements and project objectives established by the Forum. This process will result in the selection of one supplier, who will be invited to enter a contracting phase for a specific and detailed scope of work subject to final fixed pricing.

The Global Plastic Action Partnership is built on three strategic pillars with the following aims – to convene stakeholders and curate conversations; to create insights and deliver action roadmaps; and to catalyze strategic financing to promote the transition to a circular economy for plastics. GPAP is in the process of convening a Global Task Force on Finance to drive forward the third pillar. The Global Task Force will pull together the right champions and thought partners as GPAP looks to deepen stakeholders' understanding of the current situation regarding investments into efforts to adopt the circular economy and address plastic waste and pollution. Ultimately, GPAP Financing Task Force will seek to (1) identify the barriers to investments in the circular economy and to (2) articulate an approach to remove those barriers and incentivize financial engagement in the transition to a circular economy for plastics.

The Task Force will serve as a platform to identify common barriers to major investments in the circular economy. It will work through a multi-stakeholder approach (and the NPAP structures) to promote policy-based solutions that will 'de-risk' plastic circular economy investments, and incentivise traditional financial institutions to invest more in this critical area. This Task Force will require support in order to deliver its GPAP work.

The work of the task force will be anchored in 'real world' problems that are created by the lack of a plastic circular economy, as experienced by GPAP global and local stakeholders. Through conversations and insights, we will learn first-hand about the everyday problems encountered at all points in the plastic value chain. For example, the barriers that prevent the collection of sufficient recycled materials, which would allow manufacturers to meet their commitments to use 100% recycled materials. Or the lack of harmonised assessment criteria for fund managers that may lead to less investment into innovative initiatives or plastic circular economy infrastructure as well as innovative business models and new material designs that require venture financing to scale up.

Our approach would be for the Task Force to use these 'real life' scenarios as a starting point for exploration and stakeholder discussions about barriers and solutions. We will identify these different scenarios for focus through discussions and stakeholder insights work.

Some of the specific areas of focus and items of delivery include the creation of new knowledge and tools about policy and other barriers to the circular economy in plastic and strategies for de-risking

investment, based on real world insights and situations; generating case studies and processes that are proven to de-risk investments into the circular economy (ideally for plastics); mapping and prioritising the financial tools or instruments that may be used to scale a circular economy for plastics; and identifying a best-in-class policy framework to de-risk key investment areas.

## 1.2. About the World Economic Forum

The World Economic Forum is the International Organization for Public-Private Cooperation. The Forum engages the foremost political, business and other leaders of society to shape global, regional and industry agendas. It was established in 1971 as a not-for-profit foundation and is headquartered in Geneva, Switzerland. It is independent, impartial and not tied to any special interests.

The Forum strives in all its efforts to demonstrate entrepreneurship in the global public interest while upholding the highest standards of governance. Moral and intellectual integrity is at the heart of everything it does.

Our activities are shaped by a unique institutional culture founded on the stakeholder theory, which asserts that an organization is accountable to all parts of society. The institution carefully blends and balances the best of many kinds of organizations, from both the public and private sectors, international organizations and academic institutions.

## 1.3. About the Global Plastic Action Partnership

The World Economic Forum's Platform for Shaping the Future of Global Public Goods addresses four challenge areas: environment and natural resource scarcity, circular economy and global value chains, food systems, and international development. By curating networks and issues with intention, the Platform seeks to bring together partners that can drive meaningful change. Within the circular economy pillar, the Global Plastic Action Partnership (GPAP) was forged as a much-needed platform to bring together public, private and civil society actors in the monumental task of addressing global plastic waste and pollution. Recognizing the urgency to catalyse concerted solutions, the platform was launched in September 2018 with the overarching goal to translate political commitment to address plastic pollution into tangible strategies and investible actions plans.

More information on GPAP can be found on its webpage:

## 1.4. Procurement Key Activities and Dates

Suppliers are asked to:

- Express interest in the RFP by **Monday 11 January** (send a brief email to [nour.chaabane@weforum.org](mailto:nour.chaabane@weforum.org))  
(Interested firms will be invited to a call to respond to questions and share any required further details. The call will be held on **Tuesday 12 January from 14:00 to 15:00 CET**)
- Submit their proposal to [nour.chaabane@weforum.org](mailto:nour.chaabane@weforum.org) by **Monday 18 January**.

### 1.5. RFP Evaluation Criteria

The Forum is looking for the most suitable partner and therefore will not simply select the economical most attractive bid or quotation, but rather use objective criteria to evaluate the best match for its demand. All supplier information provided as part of the RFP will be treated as confidential. The Forum's criteria include, but are not limited to the following key factors:

- Conformity with requirements;
- Implementation approach and service pricing;
- Quality of products and services as well as quality assurance;
- Familiarity of plastic action, and circular economy issues;
- Experience running and managing stakeholder groups towards a common goal;
- Demand flexibility;
- Cost optimization and continuous improvement efforts;
- Demand agility and quick on-boarding;
- Task ownership, proactiveness and confidence to self-manage full scope of work;
- Demonstrated understanding of the assignment and quality of deliverables expected;
- Company values;
- Commitment of the applicant firm to diversity and inclusion in the workplace, and implementation of best practices.

The Forum will not disclose the detailed results of the selection and scoring process and reserves the sole right to decide whether a proposal complies with the requirements of the RFP and to accept, reject or negotiate modifications of supplier's proposals.

### 1.6. Queries about the Procurement

Any questions about the procurement must be submitted by e-mail to *Nour Chaabane (nour.chaabane@weforum.org)*. No other forms of communication or contact will be accepted. It is the World Economic Forum's practice to communicate any question or request for clarification, with both the query and the response, in a suitably anonymous form, to all participating Suppliers. On a case by case basis if any information is deemed as confidential to a particular Supplier this will be reviewed at the time it arises.

### 1.7. Proposal Submission Checklist

Proposals must include:

- CVs of key personnel
- Capability and pricing table (daily rates of team members must be included)
- Sample pieces of work demonstrating understanding of financing and investment in this domain.

### 1.8. Points of contact

Suppliers are not allowed to contact any World Economic Forum personnel, such as management or other local contacts, regarding this RFP. Any such communication may lead to the proposal received being rejected.

It is expected that the supplier also provides the World Economic Forum with a single point of contact capable of answering questions related to this RFP on a global scale.

**World Economic Forum Contacts**

<b>Nour Chaabane</b> , Operations Lead, GPAP	Nour.chaabane@weforum.org
<b>Kristin Hughes</b> , Director, GPAP	Kristin.hughes@weforum.org

**1.9. Provided Information**

This RFP contains information believed to be reliable at the date obtained but may not provide all the necessary or desirable information. Neither the World Economic Forum nor its employees or involved advisors, contractors or other representatives guarantee the completeness of these information. The document is intended solely for the information of the party to whom it is issued. All proposals will become the property of the Forum which reserves the right to use without limitations or liability for any ideas from the proposals.

The World Economic Forum reserves the absolute right to:

- Accept or reject any or all proposals
- Negotiate with any, all or no bidders
- Modify or cancel this RFP

It is the Bidder’s responsibility to:

- Properly understand and examine the RFP;
- Examine all other information available on reasonable inquiry relevant to the risks, contingencies and circumstances affecting its response
- Satisfy itself as to the completeness, correctness and sufficiency of its response;

**1.10. Confidentiality**

The Invitation document is confidential. The Forum may update or revise the document or any part of it. The recipient acknowledges that any such revised or amended document shall be received subject to the same confidentiality undertaking. The Recipient will not disclose or discuss the contents of the document with any officer, employee, consultant, director, agent, or other person associated or affiliated in anyway with the World Economic Forum or any of its customers or suppliers without the prior written consent of the World Economic Forum.

**1.11. Cost of Responding**

All costs and expenses incurred by bidders in any way associated with the development, preparation, and submission of their responses to this RFP, including but not limited to attendance at meetings, discussions, presentations, demonstrations, etc. and providing any additional information required by the Forum will be borne exclusively by the bidder.

### 1.12. RFP Errors

Each recipient should notify the World Economic Forum of any error or discrepancy found in this document. Notification should be made to the contact found in proposal related details.

### 1.13. Liability

This invitation is not an offer by the World Economic Forum, but an invitation for responses. No contractual obligation on behalf of the Forum whatsoever exists from this process unless and until a formal contract is signed and executed by authorized people of the Forum and the select bidder.

## 2. Specifications

### 2.1. Project Overview

The Global Task Force on Finance would benefit from consultancy support. The purpose of the consultancy will be to support strategy design and serve as the administrative support or 'secretariat' function for the Global Task Force and to support other GPAP work in the area of financing. The consultancy support will be required between six months to a year, while the Global Task Force is established and sets up the foundation work and processes to deliver the GPAP Third Pillar.

The Task Force will serve as a platform to identify common barriers to major investments in the circular economy. It will work through a multi-stakeholder approach (and the NPAP structures) to promote policy-based solutions that will 'de-risk' plastic circular economy investments, and incentivise traditional financial institutions to invest more in this critical area. This Task Force will require support in order to deliver its GPAP work.

The work of the task force will be anchored in 'real world' problems that are created by the lack of a plastic circular economy, as experienced by GPAP global and local stakeholders. Through conversations and insights, we will learn first-hand about the everyday problems encountered at all points in the plastic value chain. For example, the barriers that prevent the collection of sufficient recycled materials, which would allow manufacturers to meet their commitments to use 100% recycled materials. Or the lack of harmonised assessment criteria for fund managers that may lead to less investment into innovative initiatives or plastic circular economy infrastructure as well as innovative business models and new material designs that require venture financing to scale up.

Our approach would be for the Task Force to use these 'real life' scenarios as a starting point for exploration and stakeholder discussions about barriers and solutions. We will identify these different scenarios for focus through discussions and stakeholder insights work.

Some of the specific areas of focus and items of delivery include the creation of new knowledge and tools about policy and other barriers to the circular economy in plastic and strategies for de-risking investment, based on real world insights and situations; generating case studies and processes that are proven to de-risk investments into the circular economy (ideally for plastics); mapping and prioritising the financial tools or instruments that may be used to scale a circular economy for plastics; and identifying a best-in-class policy framework to de-risk key investment areas.

## 2.2. Key deliverables

The Task Force programme will be built out over time, and through the consensus of the participating organisations. However, at this stage, we envisage the following key programmatic elements for the task force over 2021 and 2022:

- **Establish the membership and terms of reference** – Working with the GPAP global leadership, we will establish the membership of the task force which will be composed of high-level representatives from across the plastic value chain but weighted towards those stakeholders with a potential role in financing the plastic circular economy;
- **Partner with Circulate Capital and others to frame initial thinking on the issue, focusing on common barriers** – Create a GPAP point of view and overview of the current ‘status quo’ and situation, highlighting what is known today about the common barriers and areas where investment opportunities must be ‘de-risked’;
- **Build the ‘real life’ picture of the problem based on case studies/scenarios** – Engage with GPAP stakeholders at global and national levels (including through the NPAP structures) to collate together ‘real life’ stories of barriers to the circular economy – focusing at all points in the plastic value chain. The insights gathered will form the basis of the ‘problem we are trying to solve’;
- **White Paper on the Barriers to the Plastic Circular Economy** – Deliver a Topline White Paper that collates together the most common challenges that financial institutions and companies face in relation to establishing a plastic circular economy, based on Circulate Capital research and stakeholder insights. This White Paper will be used as a basis for the Roundtable in March 2021;
- **Finance Roundtable with HRH Prince Charles and the Sustainable Markets Council** – Develop the approach to a roundtable with HRH Prince Charles and the Sustainable Markets Council on the issue of financing the plastics circular economy. A roundtable discussion has been proposed to take place in mid-March 2021 gathering 10-12 CEOs from finance institutions and the plastics value chain. The Roundtable discussion would focus on existing barriers to the widespread creation of a circular economy in plastics, and what it will take for governments and businesses to remove the barriers and create a viable market to support a plastics circular economy.
- **CEO Commitments on Breaking Barriers** – As a result of the Roundtable, the attending CEOs (and possibly others) would make a number of commitments and working groups would be established, which would report back on a monthly or quarterly basis leading up to an announcement on progress at the Annual Meeting in Davos 2022.

The products/services proposed by the prospective supplier must be aligned with the values, principles and criteria set out in the Forum’s [Sustainable Procurement Policy](#).