



Terms of Reference (ToR)

Development of Methodology and carry out sector research in Garment sector and Energy & Water auditing to Garment companies in Vietnam

1. Background

WWF was one of the first International non-government organizations working in Vietnam. In 1985, WWF began working on a national conservation strategy and since then has worked closely with the Vietnamese Government on a diverse range of environmental issues and implemented field activities across the country.

WWF-Vietnam is part of WWF-Greater Mekong which operates in 5 countries: Laos, Thailand, Myanmar, Cambodia and Vietnam. Find out more at <http://vietnam.panda.org/>

Under Climate & Energy Practice, WWF-Vietnam is working with key stakeholders to lead and develop a Greening Textile & Garment Vision in Vietnam. WWF would like to commission the development of methodology for Garment sector and implementation of preliminary Energy & Water Audits for companies and desk studies in Garment sector to contribute to this goal. The deliverables of this work will help shape the development of a Vision for Greening Textile and Garment industry in Vietnam.

2. Objectives of the consultancy

The objective of this consultancy assignment is to providing an overview on Garment sector in Vietnam, including the development for calculation method of the energy & water consumption norms, the questionnaire survey, implement sector research and the preliminary energy & water audit plan at the companies.

The preliminary Energy & Water Audits will be conducted to understand how energy & water are used within the companies/factories in Garment sector and to find opportunities for improvement in terms of energy & water savings. It also provides the vital sectorial base information covering essentially energy & water consumption and an analysis of financial aspects in terms of investment in energy & water saving solutions and an overview of Garment sector in Vietnam.

The Consultant will contribute to WWF's endeavor to develop a master report for the Garment sector in Viet Nam by developing methodology and conducting desk studies and preliminary energy & water auditing of selected companies/factories in Ho Chi Minh City, Dong Nai and Binh Duong or other related provinces. Consultant is suggested to propose number of Garment processing companies to implement the audits.

3. Scope of works/ activities

- 3.1 Develop methodology for the calculation method of the energy & water consumption norms, the questionnaire survey and the preliminary energy audits plan at Garment companies;
- 3.2 Carry out desk studies for sector review to: understand ongoing initiatives for energy & water savings in Garment sector; participation of key players; identify companies that are applying good practices on energy & water savings with



any brands that involved in such initiatives; and identify potential companies that are willing for piloting energy & water initiatives; This will also include an overview of Garment sector, identification of sector scope, numbers of garment companies versus Textile; identify the map for location of Garment companies, number of local & FDI companies in Vietnam.

Reference resources may include surveys/studies/reports carried out by GIZ, DANIDA, MOIT, World Bank or any reliable sources;

3.3 Implement preliminary audits on energy & water consumption and management in garment processing companies, which include:

- ✓ Collect information on energy & water supply and consumption and production;
- ✓ Collect information on wastewater treatment in garment companies
- ✓ Analyse and describe the technical and economic potential for sustainable energy and water efficiency solutions in the garment sector;
- ✓ Assess the feasibility for implementing and replicating energy & water saving solutions in Garment sector, both in terms of technical and financial aspects; potential in investment in bankable projects on energy & water saving solutions;
- ✓ Evaluate performance efficiency of the companies/factories in terms of consumption of energy and other inputs per production unit or per unit of value added (*if possible*);
- ✓ Conduct inspection of key equipment and processes of companies and accordingly identify potential energy & water efficiency as well as wastewater treatment technologies and options;
- ✓ Conduct analysis of the identified options in terms of saving potentials, investment cost required and payback period;

3.4 Finalise master report & Debriefing.

4. Outputs/deliverables of performance

- Methodology for sector research (*Outcomes mentioned in 3.1*)
- A database on Garment sector in Vietnam with an overview on the garment sector in Vietnam (*outcomes mentioned in 3.2*);
- Reports on Energy & Water audits of Garment companies (*Outcomes mentioned in 3.3*);
- Master report for sector research including methodology, preliminary report results, desk study results, including outcomes described in 3.1, 3.2 and 3.3;
- Debrief to WWF the final reports (possible via webinar/skype) with power point presentation.



5. Workplan & Timeline

Task no.	Descriptions	Timeline (*)
1.	Develop methodology for the calculation method of the energy & water consumption norms, the questionnaire survey plan and the preliminary energy audits plan at Garment companies	15 – 30 Apr
2.	Carry out desk studies for sector review	30 Apr – 15 May
3.	Implement preliminary audits on energy & water consumption in garment processing companies	16 May – 15 Jun
4	Finalise master report & Debriefing	15 – 30 Jun
	Total	70 days

(*) Days & Timeline is for reference, they can be revised depending on actual workplan agreed between WWF & Consultant.

6. Qualification requirement:

- Master degree in environmental engineering, energy/water management or relevant fields;
- At least 5 years of experience working on energy/water auditing/accounting, sustainable energy and/or environmental resources management;
- Experience working on energy & water audits in Textile & Garment sector is a 'must';
- Experience working with Brands on Textile & Garment industry is an advantage;
- Profound understanding of energy/water issues, especially perspectives about energy/water efficiency in Textile & Garment industry in Vietnam;
- Experience of working with international organization is preferred;
- Team with at least 1 Vietnamese consultant.
- Proven experience with energy & water efficiency in industries.

7. Location

The energy & energy auditing works will be conducted in HCMC, Dong Nai, Binh Duong or other relevant provinces. Companies/factories for the energy & water audit works will be SMEs and they will be selected based on recommendation of Consultant and suggestion of WWF.

8. Budget

Total budget proposed by Consultant based on actual activities, should include the travelling fees of Consultant for working with companies, if required.

9. Proposal required:



- (1) Profile of service provider
- (2) Proposal package in English with proposed methodology, workplan, activities, timeframe and budget included.

Budget proposed should following the table on below:

No.	Description	Unit	Rate	Total Amount (Gross) in USD	Remark
I	Consultant fees				
	Team Leader				
	Consultant 1				
	Consultant 2				
	...				
	Subtotal (I)				
II	Travel				
	Travel costs				
	Subtotal (II)				
GRAND TOTAL					

- (3) CV of team leaders and members.