

Announcement – Call for Interest

As an international cooperation enterprise with worldwide operations, the German government owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH operates on behalf of German ministries, the governments of other countries and international clients to provide tailor-made, cost-efficient and effective services for sustainable development. We are looking for **an expert/consultant (Legal entity: company, university, institute, organization)** to provide consultancy service for eco-design award and knowledge sharing event management for **Marine litter prevention through reduction, sustainable design, and recycling of plastic packaging (MA-RE-DESIGN) project.**

Event Management Services for Eco-design Award and Knowledge Exchange Session

GIZ supports the German Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (BMUV) initiative to introduce environmental and climate protection technologies in partner countries to protect the environment, improve resource efficiency and reduce greenhouse gas emissions. Since 2019, the Thai government has been implementing the Roadmap on Plastic Waste Management 2018-2030, which is a key policy initiative to avoid and manage plastic waste in Thailand, as well as regional commitments jointly with other ASEAN Member States. To support Thailand's regional and national commitments for a better plastic waste management and ocean protection, MA-RE-DESIGN project will initiate and accompany change processes by partner stakeholders towards a circular economy. The project aims at avoiding plastic waste and increasing its separate collection, sorting, and recycling or environmentally sound treatment to prevent plastic waste leakage into the marine environment in Thailand. Overall, this setup creates long-lasting impact, benefitting policy decision makers, key stakeholders, as well as the population in Thailand and beyond.

To support Thailand's Roadmap on Plastic Waste Management 2018-2030, the MA-RE-DESIGN project focusses on strengthening strategies to avoid and replace single-use plastic packaging and on solutions to enhance packaging waste management. It engages for this purpose with business stakeholders and public agencies to reduce plastic usage and to make packaging design reusable or recyclable by considering environmental, social, and economic sustainability aspects. To achieve the project outcomes, the project plans to organise an eco-design packaging award and knowledge exchange on sustainable packaging design between Thailand and Germany/Europe to promote and support eco-design policies in Thailand.

In this regard, the MA-RE-DESIGN project requires a team of consultants to support in the organisation of the eco-design packaging award ceremony, knowledge exchange on sustainable packaging design, including providing PR and communication to promote the event, installing and managing an exhibition showcasing best practices in eco-design packaging, and setting up a hybrid system for the knowledge-sharing session.

Description of Assignment:

The MA-RE-DESIGN project is looking for a consulting team to provide event management services for the eco-design award and knowledge exchange session. The consulting team is responsible for completing the following tasks.

1. Develop PR and communication strategies and materials to promote the event covering pre-event, during the event, and post-event. This includes designing, creating, and printing promotional materials.
2. Support the design and preparation of the event, knowledge exchange session, and the accompanying exhibition including one or more pre-event checks of the location and pre-meetings with the project team as well as the translator, moderator and facilitator.
3. Hire professional translators (English – Thai) for the whole event, including translation equipment and system. The MA-RE-DESIGN project will handle the MC and moderator/facilitator, as well as the event photographer and videographer.
4. Continuously coordinate with the event venue, event organiser, MC, the moderator/facilitator, photographer/ videographer, translator, and other service providers on requirements and technical set up.
5. Manage the event including setting up for the master award event, exhibition, exchange knowledge session, being on location with the staff needed to secure on time, sound and smooth implementation of the event, providing the technical set up and team (sound/ light/ streaming) and supporting the MA-RE-DESIGN project team.
6. Conduct a debriefing session with the MA-RE-DESIGN project to capture feedback, identify areas of improvements, including report on media value.

Please note that the MA-RE-DESIGN project will provide a TOR briefing to candidates to clarify details of the assignment before opening for offers.

Qualifications:

The consulting team is expected to provide a list of experts who will work on this assignment. The consulting team should clearly demonstrate the team of experts fulfil all the below qualification and skills:

1. Event organiser: The project leader

- University qualification (bachelor degree or similar/higher, master degree is an asset) in management, business, marketing, linguistic, environmental engineering, environmental management, climate change or similar fields
- Minimum of five years of experiences in event management and organisation. At least three years of experience in event management and organisation at regional level
- Ability to professionally design, develop, and organise an event for an audience with more than 100 participants and high-level speakers
- Efficiency in time and resource management
- Familiarity with environmental topic. Single use plastic packaging prevention topic is preferable
- Highly proficient in spoken and written in Thai and English

2. Event organiser: Project assistant in event organisation and management

- University qualification (bachelor degree or similar/higher, master degree is an asset) in management, business, marketing, linguistic, environmental engineering, environmental management, climate change or similar fields.

- Minimum of three years of experiences in event management and organisation
- Ability to professionally design, develop, and organise an event for an audience with more than 100 participants and high-level speakers
- Efficiency in time and resource management
- Familiarity with environmental topic. Single use plastic packaging prevention topic is preferable
- Highly proficient in spoken and written English

3. Event organiser: Project assistant in PR and communication

- University qualification (bachelor degree or similar/higher, master Degree is an asset) in management, business, marketing, communications, linguistic, environmental engineering, environmental management, climate change or similar fields.
- Minimum of three years of experiences in PR and communication
- Ability to professionally design and develop PR and communication materials for an event for an audience
- Efficiency in time and resource management
- Familiarity with environmental topic. Single use plastic packaging prevention topic is preferable
- Highly proficient in spoken and written English

This will be an assignment-based contract, with a period of 7 months from 6 January 2025 to 15 July 2025 tentatively, with possibility to change period in case delay of tender process.

If you are interested, please confirm your interest via email to TH_Quotation@giz.de within 11 December 2024. Kindly put email Subject: "Call for Interest 83477465" and attach your expert CV/ company profile.

Tender bidding process will be carried out after the Call for Interest. Invitation for Bidding will be sent out by 15 December 2024.

GIZ Office Bangkok