

CALL FOR PROPOSAL

The purpose of the Call for Expression of Interest is to solicit interest from existing or prospective Implementing Partners that wish to participate in UN-Habitat operation and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as outlined below and subsequently agreed in an Agreement of Cooperation

< Design and Pre-investment Study for an Integrated Solid Waste Management System in El Potrerillo Market, San Juan de Pasto (Colombia)>

Size of grant: \$50.000 USD

Purpose of CFP:

The United Nations Human Settlements Programme (UN-Habitat) requests the presentation of expressions of interest to establish a Cooperation Agreement for the implementation of a pre-investment technical design process for a solid waste management system for the El Potrerillo Market, in San Juan de Pasto, Colombia, including the development of a waste characterization, the development of strategies to strengthen source separation, the definition of appropriate collection and transportation schemes, and the design of feasible technologies for organic waste treatment and valorization, based on market dynamics and stakeholder conditions, in coordination with local authorities, service providers, and community actors.

Submission Start Date: May 12th , 2026.

Submission Deadline Date and time: May 31st, 2026. 17:00 EST.

Project Key Information

- UN-Habitat Project title : Pasto Emergency Action for Resilient Settlements
- Locations
 - Town/City: San Juan de Pasto
 - Country: Colombia
- Anticipated start date: June 2026
- Estimated duration of project in calendar months: 3 months
- Maximum proposed value in US\$: \$50.000 USD
- Lead Organization Unit: UN-Habitat Andean Countries Hub

Brief Background of the Project

The pre-investment technical design for a solid waste management solution for El Potrerillo Market is a targeted intervention under the broader project **“Pasto Emergency Action for Resilient Settlements.”** Its purpose is to lay the groundwork for a feasible and context-adapted solution focused on the management of organic waste, by assessing technical, operational, financial, and social dimensions, and by defining practical strategies to improve source separation, collection, transportation, and treatment within the market.

El Potrerillo Market constitutes a strategic urban and economic node within the city of Pasto and the wider southwestern region of Colombia. The market covers approximately 4.5 hectares and is organized into 52 sectors, hosting around 2,485 permanent stalls. It receives an estimated daily flow of approximately 12,000 people and 400 vehicles, reflecting its scale and intensity of activity. As the main food supply hub of the city, it plays a critical role in the commercialization of fresh produce and basic goods, while also serving as a key interface between rural production systems and urban consumption dynamics.

This node, however, also concentrates significant environmental and public health challenges related to waste management. According to preliminary estimates, the market generates approximately 14 tons of solid waste per day, a substantial portion of which is presumed to be organic, although its exact composition has not yet been fully characterized and must be determined through this process. Currently, these residues are temporarily stored within the market premises before being transported to the **Centro Inteligente de Gestión Ecológica Antanas**, a sanitary landfill located approximately 13 km from the city of Pasto. While this facility primarily operates as the final disposal site for municipal solid waste, it also includes complementary activities such as construction and demolition waste recovery and pilot composting initiatives.

As part of the project’s efforts to strengthen municipal solid waste management and reduce public health risks, this design process is critical to transitioning from fragmented and reactive waste handling practices toward a more integrated, circular, and territorially grounded system, with a specific focus on organic waste management. In particular, it seeks to address structural gaps such as the lack of effective source separation, limited on-site or near-site treatment capacity, and weak articulation between actors involved in the waste management chain.

The methodological approach of this intervention will be informed by **UN-Habitat’s Waste Wise Cities (WWC) framework**, promoting standardized, data-driven methodologies for waste characterization, waste flow analysis, and system performance assessment. This will ensure consistency, comparability, and robustness in the diagnostic phase, while supporting alignment with global monitoring frameworks such as SDG 11.6.1.

The main goal of this intervention is to develop a comprehensive and implementable system design that establishes an efficient and context-appropriate model for organic waste management in the market. This includes strengthening source separation, defining appropriate collection and transportation schemes, and identifying viable technologies for the treatment and valorization of organic waste. The process will also incorporate operational, governance, and financing considerations to ensure feasibility and sustainability.

This initiative is fully aligned with the **United Nations Sustainable Development Cooperation Framework (UNSDCF) for Colombia 2024–2027**, particularly under its priority axes related to territorial development, access to basic services, and environmental sustainability. It contributes to advancing integrated territorial planning and improving access to sanitation and waste management services, especially for vulnerable populations, in line with the principle of *“leaving no one behind”*. Moreover, it supports the framework’s environmental and climate action pillar, promoting sustainable resource management and resilience.

In parallel, the intervention contributes to the implementation of Colombia’s **NDC 3.0**, which positions climate action as a central pillar of national development and calls for transformative approaches that integrate environmental sustainability, social equity, and territorial resilience. By improving waste management systems—particularly reducing organic waste mismanagement and associated emissions—the project supports mitigation efforts in the waste sector while strengthening local adaptive capacity in the face of increasing climate variability.

As a pilot intervention, the design developed for El Potrerillo Market is expected to serve as a reference for similar market environments and intermediate cities in Colombia and the Andean region, contributing to scalable, inclusive, and climate-resilient urban development pathways.

Main activities and outputs

In the framework of the outputs, the Implementing Partner will be required to undertake the following activities, including but not limited to:

List activities:

- Conduct a **comprehensive diagnostic of current waste management practices** in El Potrerillo Market, including the development and validation of a waste characterization, analysis of market economic dynamics, and assessment of social, cultural, and institutional conditions influencing waste management practices.

- Carry out a **market study for potential by-products** derived from organic waste treatment (e.g. compost, biogas, other outputs), including demand analysis, potential users, price ranges, and commercialization conditions in the local and regional context.
- Consult with key stakeholders (municipality, service providers, waste picker organizations, market vendors, and community actors) to collect inputs, validate findings, and ensure feasibility and ownership of the proposed solution.
- Develop an **organic solid waste management solution** for El Potrerillo Market, which at least includes:
 - A comprehensive strategy to strengthen **source separation**, including participatory, behavioral, operational, and communication components adapted to the conditions of the market, promoting co-responsibility among actors through clear, accessible, and culturally relevant tools.
 - Plans and designs for the stages of **storage, collection, and transport of solid waste**, including routes, frequencies, schedules, operational models, and appropriate technologies, based on existing systems and infrastructure applicable to the intervention area.
 - The **definition and detailed design of a single, most viable technical alternative** for the treatment and valorization of organic waste (e.g. aerobic or anaerobic composting, biodigestion, vermiculture, drying, or hybrid systems), including technical, environmental, financial, and operational feasibility.
- Prepare a **final implementation-ready project design**, including technical, economic, social, and environmental components required for the investment phase. This shall include infrastructure requirements, equipment specifications, operational model, governance arrangements, and cost estimates.
- Develop an **implementation roadmap and scaling strategy**, including financing options, institutional roles and responsibilities, risk considerations, and the identification of **social benefits**, particularly the expected impacts on key stakeholders in El Potrerillo Market.

List of outputs:

OUTPUT 1: Solid Waste System Diagnosis and Characterization

A comprehensive technical diagnosis of current **solid waste management practices** in El Potrerillo Market, including waste characterization and system analysis across all stages.

This output will at least include:

1. **Methodological framework for the characterization and system analysis**, including sampling approach, measurement procedures, period of analysis, sector coverage, and assumptions applied. The methodology shall be aligned, to the extent possible, with the principles, indicators, and tools of UN-Habitat's **Waste Wise Cities (WWC)** framework, ensuring standardized, data-driven, and comparable results.
2. **Waste characterization**, including:
 - a. Estimation of daily waste generation (tons/day) by sector
 - b. Waste composition analysis (organic, recyclable, residual)
 - c. Laboratory analysis and supporting documentation
3. **Waste flow mapping**, including generation points, storage, internal movement, transfer, and traceability by type and quantity.
4. **System diagnosis**, including analysis of current practices in:
 - a. Source separation
 - b. Storage
 - c. Collection
 - d. Transport and transfer
 - e. Final disposal (including Antanas sanitary landfill)
5. **Evaluation of reuse, recycling, and valorization practices**, including actors, value chains, and material recovery dynamics.
6. **Identification of inefficiencies, bottlenecks, and system gaps** across the waste management chain.
7. **Definition of baseline indicators**, including generation rates, separation rates, recovery potential, contamination levels, and others as relevant.
8. **Validation of findings and limitations**, including data gaps and reliability considerations.

Delivery: 30 days after agreement signature

OUTPUT 2: Social and Behavioral Assessment for Source Separation

A focused analysis of the **social, cultural, and behavioral conditions** influencing source separation practices in El Potrillo Market.

This output will at least include:

1. **Methodological framework** for the social and behavioral assessment (data collection methods, sampling, tools, validation approach).
2. **Stakeholder segmentation and characterization**, including vendors, workers, waste pickers, service providers, and authorities.
3. **Assessment of current waste handling and separation practices** at actor level.
4. **Identification of barriers and enabling factors** (behavioral, cultural, economic).
5. **Identification of priority sectors** for phased implementation.
6. **Definition of roles and responsibilities** for source separation across actors.
7. **Recommendations for behavior change strategies**, including:

- a. Key messages
 - b. Incentive mechanisms
 - c. Communication approaches
 - d. Compliance considerations
8. **Validation of findings and limitations.**

Delivery: 60 days after agreement signature

OUTPUT 3: Integrated Organic Waste Management System Design

A comprehensive technical design of the **organic waste management system**, integrating separation, collection, transport, and treatment components.

This output will at least include:

1. **Source separation system design**, including sector-based model, phasing, and required infrastructure (containers, tools, storage).
2. **Collection and transport system design**, including routes, frequencies, logistics, operational model, and integration with existing systems.
3. **Definition and detailed design of a single, most viable technical alternative** for organic waste treatment and valorization (e.g. composting, anaerobic digestion, hybrid systems), including full feasibility analysis (technical, environmental, financial, operational).
4. **Integrated operational model**, including roles, responsibilities, and coordination mechanisms among actors.
5. **System-level cost estimation** (CAPEX and OPEX).
6. **Environmental, social, and cultural impact assessment**, including identification of risks and externalities, and criteria for system design.
7. **Design criteria and assumptions**, including technical, spatial, and institutional constraints.

Delivery: 90 days after agreement signature

OUTPUT 4: Implementation-Ready Project and Investment Package

A consolidated, **implementation-ready (bankable) project package**, developed after validation of Output 3 by UN-Habitat.

This output will at least include:

1. **Final validated system design**, fully integrated and ready for implementation.
2. **Implementation plan**, including phased execution strategy, timeline, and milestones.
3. **Detailed cost structure**, including CAPEX and OPEX breakdowns.
4. **Financing strategy**, including funding sources, mechanisms, and sustainability considerations.
5. **Institutional and governance framework**, including roles, responsibilities, and coordination mechanisms.

6. **Environmental and social management measures**, including mitigation, inclusion (e.g. waste pickers), and operational guidelines.
7. **Risk analysis and mitigation measures**.
8. **Monitoring and evaluation framework**, including KPIs linked to Output 1 baseline.
9. **Assessment of social benefits**, including expected impacts on key stakeholders (vendors, workers, waste pickers, community).
10. **Complete technical documentation for implementation**, including specifications, layouts, equipment definitions, and all required documentation for procurement and execution.

Delivery: 120 days after agreement signature

Payment Calendar

Payment	Percentage	Outputs delivered to satisfaction	Time (after signed the agreement)
Payment 1	30%	Output 1	1 months
Payment 2	30%	Output 2	1 months
Payment 3	30%	Output 3	4 months
Payment 4	10%	Output 4	4 months

Risk Analysis

(State the risks associated with this project and the mitigation factors)

The main risks associated with the implementation of this project are:

Time constraints: The project has a short implementation period, which may limit the depth of analysis and stakeholder engagement processes. Mitigation measures include a clear and detailed work plan, prioritization of key activities and sectors, and continuous coordination between UN-Habitat and the implementing partner to ensure timely delivery of outputs.

Stakeholder engagement and resistance: There is a risk of limited participation or resistance from key stakeholders, including market vendors, waste management operators, and local authorities, particularly if proposed solutions are not aligned with their practices, incentives, or expectations. Mitigation measures include the implementation of a structured co-creation process, early and continuous stakeholder engagement, validation of findings with key actors, and incorporation of their inputs into the design of solutions.

Institutional coordination: The involvement of multiple actors (municipality, service providers, waste picker organizations, and market stakeholders) may lead to coordination challenges or misalignment of roles. Mitigation measures include establishing clear communication channels, regular coordination meetings, and validation checkpoints throughout the project.

Information availability and reliability: Limited or inconsistent data on waste generation, flows, and operational practices may affect the accuracy of the analysis and design. Mitigation measures include triangulation of available data, field validation, and use of rapid assessment methodologies to complement existing information.

Eligibility Criteria

Criteria	Submission Details/ Documents Required
Legal Status	• Certificate of registration/incorporation i.e., • Proof of registration in Country of Origin. • Proof of registration of Country of operation • Proof of country operational presence
Organization profile and details	• Clear organization profile and structure of the organization indicating: ○ Organization's vision, mission and objectives ○ Management structure ○ Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document ○ Proof of membership to professional associations if any.
Financial Capacity	• Audited company financial statements (balance sheet and income statement) and auditors report for the last two years
Exclusive bank account	• Is the organization willing and able to have a separate bank account for the funds provided by UN-Habitat?
Integrity and Governance	• The organization should complete and submit a signed Partner Declaration Form • Provide the profiles of the Chairperson of the Board of Directors, Head of the Organization and Chief of Finance

Selection Criteria

Criteria	Submission Details/ Documents Required	Weighting
1. Technical capacity		25%
1.1 Does the organization have the relevant experience and proven track record in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?	- List of projects executed in the last 2 years (value, location, donors, nature of projects, execution stage – completed or ongoing). - Demonstrate how the experiences in past projects are relevant in the execution of the current proposal - References from past donors	
1.2 Does the organization have qualified technical staff with the experience and the technical skills required by the project? What is the staff size, type, qualification and education background?	- CVs of key management staff, technical and non-technical staff that will be involved on the project - How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project?	
1.3 Does the organization have a clear and strong link with an identifiable constituency relevant to the targeted population of the project? Does it have the ability to impact on the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?	Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population.	
1.4 Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?	Provide location and list of office facilities, vehicles and office equipment locally available to implement the project.	

1.5 Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures...)	• Provide formal project monitoring policies and procedures	
2. Financial and administrative capacity		15%
2.1 Has the organization been in operation over a period of at least 2 years to demonstrate its financial sustainability and relevance?	• State the years of operation • Financial statements for the last 2 years	
2.2 Does the organization have qualified staff in Finance ? Is the current accounting system computerized and does have the capacity to collect and provide separate financial reports on the activities executed under the Agreement of Cooperation? Does it have systems and practices to monitor and report whether the project deliverables and expenditures are within agreed time and budget? Does it have minimum segregation of duties in place (separation between project management, finance/accounting and executive office)	• CVs of key finance and accounting staff • Description and key features and controls of the accounting system used • Organization structure/ Organogram	
2.3 Does the organization have the capacity to procure goods and services on a transparent and competitive basis? (if applicable) check for procurement unit with experienced staff	• Copies of procurement policies and procedures. The procedures should show how you procure locally and internationally.	
2.4 Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?	• Describe anti-fraud controls and provide formal procedures	
2.5 Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.	• Describe nature and value of contribution (in-kind or cash)	
3. Financial Proposal		30%

3.1 Is the budget for each component of the activity to be performed by the Implementing Partner (i) cost-effective (i.e. the cost should be economical and prudently estimated to avoid any under/over estimation) (ii) justifiable/well supported and (iii) accurate and complete	Budget Proposal <i><provide link></i> • BOQ (if applicable) • Other supporting documents	
4. Technical Proposal		30%
4.1 The technical proposal is sound and responds adequately to the specifications and requirements?	Technical Proposal document <i><provide link></i>	
Cumulative score for ratios		100%

Electronic Submission:

- To apply and learn more, visit <http://ipportal.unhabitat.org/>
- Format: PDF files only. Zip, RAR and JPEG files should not be used. Proposers should check the format of the attached file before submitting. UN-Habitat will not be responsible if the attached files are in other formats that cannot be opened without additional software.
- The maximum file size is 5MB per submission. There are no restrictions on the number of files sent, but each submission must be tagged, for example 1 of 2.
- Proposals sent to personal UN-Habitat email addresses will not be considered.

Notes:

1. Interested Organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).
2. The CFP and accompanying documents must be received in accordance with instructions provided. CFP submitted to a different email address other than the specified one will not be considered.
3. CFP from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.
4. CFP received after the above deadline will not be considered
5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat IP Management policy and Standard Operating Procedures.
6. CFP from applicants failing to provide the requested information will be disregarded.
7. This CFP does not entail any commitment on the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all Proposals without incurring any obligation to inform the affected applicant(s) of the grounds.
8. All economic proposals must be in USD. The execution and reporting process must also be carried out in this currency.

All documents must be sent, within the indicated period, to the following e-mail address:

países.andinos@un.org

Addressed to the UN-Habitat Andean Countries Team with the following title in the matter:

"Design and Pre-investment Study for an Integrated Solid Waste Management System in El Potrerillo Market, San Juan de Pasto (Colombia)"