Terms of Reference (ToR)
Procurement of Equipment and Materials for PlasticSmart Cambodia Project

1. Introduction

CARE is an international development organization fighting global poverty with a special focus on working with women and girls to bring sustainable changes their communities. CARE aims to tackle the underlying causes of poverty and social injustice and to bring lasting changes to the lives of poor and vulnerable people. Founded in 1945, today CARE works in over 100 countries around the globe and supports approximately 1,500 poverty-fighting development and humanitarian aid projects to reach more than 92 million people directly and 433 million people indirectly. CARE works with partners to achieve lasting results for marginalized communities.

CARE has been working with Cambodians since 1973, with an office in Phnom Penh since 1991. Today, CARE focuses on empowering particularly marginalised and vulnerable women in Cambodia, including urban women who are marginalised by occupation, rural women who are denied multiple rights, and women and girls form ethnic minorities. Each year CARE Cambodia implements around 10 projects, reaching approximately 250,000 direct participants and about 500,000 people are reached indirectly.

2. Background:

CARE Cambodia is implementing a project called "Plastic Smart Cambodia," funded by the European Union in Cambodia under the SWITCH-Asia Program, and Austrian Development Agency, and co-implemented by CARE Cambodia, YCC, and IDEA, in collaboration with the Ministry of Environment. The project seeks qualified suppliers to provide equipment and materials required to support waste management and segregation in communities in Kampong Cham (Khnor Dambang Commune), Kampong Chhnang (Longvek Commune) and Kandal province (Preah Putt & Siem Reap Communes).

3. Objective:

To identify and contract capable suppliers to provide and deliver the requested items in accordance with the specifications outlined in RFQ PR292.

4. List of Required Materials and Equipment

The procurement package includes:

1. Carts: Material/Quality: Stainless steel / Size: 1.5m × 1.8m
   - 21 Carts for Edjias in Kampong Cham province.
   - 14 Carts for Edjias in Kampong Chhnang province.
   - 17 Carts for Edjias in Kandal province.
   - Delivery fee to Kampong Cham province, Kampong Chhnang province, Kondal province.
2. 2 Garbage Collection Tricycles (Motorized or pedal tricycle for narrow interior roads) for Kandal Province
3. 436 Gloves (Heavy duty)
4. 218 Hats (Sun protection)
5. 218 Rain Ponchos (Heavy duty)
6. 218 Tongs for picking up trash (Heavy duty)
7. 218 Boots (Waterproof plastic boots for picking up trash, Heavy duty)
8. 109 Water bottles with laser (Light stainless steel, 2 Liters)
9. 2 Bicycles for Edjais (Large size):
   - 1 Bicycle for Edjai in Kampong Cham Province (Large size)

- 1 Bicycle for Edjai in Kandal Province (Large size)

10. Stickers for Edjai carts, stickers for Edjai bicycles, stickers for trucks, and stickers for electronic-operated baling press

Supplier Requirements:
Suppliers who registered businesses were encouraged with proven experience in supplying similar goods and must have the capacity to deliver to target provinces.

5. Deliverables:
Supply goods according to specifications, provide warranty where applicable, submit invoice and delivery documents, and ensure goods are new and unused.

6. Timeline:
The supplier is expected to be delivered all materials in 2nd week of November 2026.

7. Evaluation Criteria
Compliance with specifications, supplier experience, delivery capability, warranty, after-sales service, and overall cost competitiveness.

8. Mandatory RFQ Forms:
All bidders must complete, sign, and stamp the RFQ Forms contained on pages 4 and return them together with quotation.

9. Submission Deadline:
Quotations must be submitted no later than 5:00 PM on 20 October 2026 to KHM.Procurement@care.org