



Guidance on Integrating ESMP into Tendering document (All Site)

To ensure full compliance with the World Bank Environmental and Social Framework (ESF) and the approved Environmental and Social Management Plan (ESMP), the following steps should be taken when incorporating E&S requirements into the tendering and Request for Quotation (RFQ) documents:

1. Inclusion of ESMP in Bid Documents

The full ESMP should be **attached as an annex** to the bidding document (RFQ/ITB).

Specifically:

- Clearly state that **compliance with the ESMP is mandatory** and forms part of the contract.
- Require bidders to:
 - Review the ESMP and confirm understanding.
 - Include costs for ESMP implementation (e.g. PPE, waste management, fencing, awareness campaigns, OHS measures) in their financial proposal.
 - Submit a Contractor ESMP (C-ESMP) or method statement aligned with the project ESMP.

2. Contractor Capacity and Mandatory Training

The bidding document must clearly state that the successful contractor will be required to undergo mandatory E&S induction training before mobilization.

Training should cover:

- Code of Conduct (including SEA/SH provisions)
- ESMP compliance requirements
- Occupational Health and Safety (OHS)
- Grievance Redress Mechanism (GRM)
- ESS10 requirements (community engagement and communication)

Include clause:

The contractor shall not commence work until all personnel have completed E&S induction training provided/approved by Alight (implementing agency).

3. ESMP Monitoring and Compliance

The RFQ/contract should clearly define monitoring responsibilities:

- The FMS Safeguard Team will conduct monthly ESMP compliance monitoring
- The contractor must:
 - Submit monthly ESHS reports
 - Maintain site records (incidents, PPE use, waste logs, GRM log)
- ALIGHT will conduct supervision and spot checks



Include clause:

Failure to comply with ESMP requirements may result in penalties, suspension of works, or contract termination.

4. Embedding ESMP into the Contract

To ensure enforceability:

- Include ESMP as a **contractual document**
- Link ESMP compliance to:
 - Payment milestones
 - Performance evaluation
- Require contractor to prepare:
 - Site-specific C-ESMP
 - OHS Plan
 - Waste Management Plan