

Request for Proposals: Contractor for Risk Assessment in Thailand's Seafood Sector

Project Background

Verité is an award-winning non-profit organization that illuminates and addresses serious human rights and labor rights violations in factories, farms, and other workplaces around the world. We serve private-sector and public-sector clients by building their internal understanding of the labor rights problems they face in their supply chains and operations, and their skills to solve those problems.

Verité is seeking to hire a contractor with extensive experience and proven expertise in social responsibility assessments at the processing, shrimp farm, and vessel levels. The main focus of the project is forced labor, child labor and basic OHS risks in the Thai seafood sector. The project is expected to be carried out in **Q3 2024**.

This Request for Proposals will inform a Verité proposal. The selected contractor will be notified of their selection, but this is not a guarantee that funding will be secured by Verité. A funding decision is expected in **May 2024**.

Scope of Work

The contractor will be responsible for the following tasks and deliverables:

- 1) Assessment of three (3) Tier 1 seafood processors' human rights due diligence (HRDD) management systems, including grievance processes.
 - a. Management and worker interviews and documents review with a focus on recruitment practices.
- 2) Site visits to approximately 6 shrimp farms and 6 docked vessels, including OHS assessment of vessels.
 - a. Management and worker interviews and documents review.
- 3) Regular progress updates.
- 4) Assessment report and recommendations for each individual site, and a final summary report on common issues, system gaps and recommendations for improvement.

Evaluation Criteria

The contractor must have the following technical and professional background:

- At least five (5) years of experience in conducting field assessments in the Thai seafood sector.
- Management interviewing in English and Thai.
- Worker interviewing (native fluency) in Thai, Cambodian and Burmese languages.
- Exceptionally clear, professional fluent-English reporting (written).
- Robust project management, including detailed planning and tracking, for transparent and on-time delivery.

Contractors will be evaluated based on their cost proposal, relevant background, professional experience, language proficiency, educational qualifications, and capacity to undertake the described scope.

Timeline

The contractor is expected to start the first assessment within **one month of contracting and to complete the work and the final report within five months.**

Instructions for Proposal Submission

To submit a proposal for consideration, please send the following documents, along with any questions or clarifications you may need, to Grace Kintzinger at gkintzinger@verite.org by April 26, 2024.

- Detailed proposal for the assessment approach, including methodology and timeline.
- Summary of organization's required qualifications, experience, and expertise, or individual CV or resume in the case of individual contractors.
- Cost proposal, including rate per day and estimated number of days needed for this work, and any travel or additional expenses expected. All expenses should be detailed. All cost amounts should be in United States Dollars.
- Sample assessment reports illustrating similar work.