

REQUEST FOR PROPOSAL
FOR A STAKEHOLDER MAPPING REPORT IN CHILE

Issued by the Secretariat for The Voluntary Principles on Security and Human Rights Association (VPA) & The Voluntary Principles on Security and Human Rights Initiative (VPI)

RFP# VPSHR215

November 17, 2022

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Background

The Voluntary Principles on Security and Human Rights (VPSHR or simply Voluntary Principles) are an internationally recognized set of principles that guide companies on how to conduct their security operations while ensuring respect for human rights.

The Voluntary Principles were created in 2000 when companies, governments, and NGOs committed to work together to address security-related human rights abuses and violations in the extractive sector. Today, the Principles help companies in various industries.

To promote the implementation of the Principles, the Voluntary Principles Initiative (VPI) was created. The Initiative is comprised of over 60 members including companies, governments, and non-governmental organizations that share best practices and mutually support the implementation of the Principles. For additional information, please visit: <http://www.voluntaryprinciples.org/>.

1.0 Context – Voluntary Principles Initiative: In-Country Working Groups

While the VPI includes members from around the world, in select instances, In-Country Working Groups (ICWGs) have been created to facilitate effective and enhanced country-level implementation.

ICWGs can improve in-country stakeholder coordination and engagement between governments, companies and Civil Society Organizations; support constructive dialogue on the ground; build capacity to identify and address local, in-country challenges related to implementation of the Voluntary Principles on Security and Human Rights; and facilitate the identification of joint solutions.

2.0 Purpose of Consultancy

The purpose of this consultancy is to develop a stakeholder mapping report identifying relevant stakeholders — including government, companies, and civil society representatives — that have significant activities in the extractive sector in Chile, namely mining and oil and gas, or are involved in addressing human rights issues related to business operations in the extractive sector in the country. The objective of the report is to support the creating of a new In-Country Working Group in Chile.

For details on the report requirements, please see Appendix A.

3.0 Deadline and Contract Negotiation

The VPI Secretariat is the official point of contact for this Request for Proposal process.

Proposals must be submitted by e-mail no later than December 9, 2022, at 5:00 pm (ET time) to tenders@voluntaryprinciples.org.

Please refer to the RFP Number (VPSHR215) in the subject line.

A performance-based contract and payment schedule will be negotiated with the successful bidder.

4.0 Eligibility Requirements

- a) Resident of Chile (with residence in Chile during the time of the consultancy);
- b) High degree of fluency in Spanish; and
- c) Proven ability to draft documents and communicate in English, with a high degree of proficiency.

5.0 Proposal Responses

Proposals must respond to Appendix A: Report Requirements, and must provide the following:

- a) A proposed methodology for carrying out the work, as described in Appendix A (maximum 3 pages);
- b) A detailed budget for delivering the project, provided in USD, and excluding VAT and other taxes;
- c) CV(s) for the consultant or each member of the consulting team, demonstrating relevant expertise and ability to deliver the project; and
- d) An estimated timetable for implementation.

The consultant must also sign the Declaration (Appendix C), and include this with their bid.

6.0 Proposal Assessment Criteria:

Proposals will be assessed by the Evaluation Team according to the following criteria:

1. General knowledge of Chilean oil, gas, and mining sectors;
2. Experience in working on social impacts of extractive sector projects or stakeholder engagement, government relations, or other relevant field;
3. Likelihood that the proposed methodology will result in an effective Stakeholder Mapping report; and
4. Overall value for money, appropriateness of the budget and the implementation timetable.

7.0 Questions

Please send any questions regarding the RFP to tenders@voluntaryprinciples.org.

Responses to questions will be posted on the VPI website according to the official timetable (see Appendix B).

8.0 Reservation of Rights

This RFP should in no way be construed as an offer of purchase, but rather is a request for services, products, fees, and expenses information, which will assist the Evaluation Team (on behalf of the VPA) in selecting a vendor for supplying the scope of services listed in the RFP.

The VPA hereby assumes no financial responsibility, direct or indirect, for the cost of preparing any proposals, or amendments thereto.

The VPA has the right to retain all proposals submitted in response to this RFP.

The VPA makes no commitment in or by virtue of this RFP to purchase any services, and expressly reserves the right to alter or waive the RFP requirements, or to cancel or re-issue the RFP at any time.

Appendix A: Report Requirements

Deliverables:

The consultant will produce a written Final Report in English, including all the components detailed below.

The Final Report should incorporate comments provided by the VPI Secretariat in response to the draft report.

The Final Report should be no more than 45 pages (including annexes) and include the following:

- A two-page Executive Summary
- Outcomes and findings of the stakeholder mapping
- Final recommendations for a new multi-stakeholder working group in Chile

Report components:

- Provide an overview of the state of human rights in Chile with special emphasis in recent human rights incidents and systemic problems relating to the provision of private and public security in business operations;
- Identify specific industries within the extractive sector in Chile where security and human rights challenges may exist; indicate where the main production hubs are located.
- Identify other relevant, likeminded, multi-stakeholder consultation groups or initiatives operating in Chile related to business and human rights, security and the oil, gas, and mining sectors;
- Identify key Chilean Government stakeholders from the federal and state levels of government which are potentially relevant to improve human rights compliance among public and private security providers that work in and around oil, gas, and mining, including ministries, Secretaries, and other public servers regulating or working with mining, petroleum, agriculture, human rights, public security (police, military), private security regulation, interior ministries, etc. Provide relevant information for potential focal points such as Ministry/Organization, branch/section, position, responsibilities and contact information;
- Identify as many as possible state-owned, national and international companies in the industries of oil, gas, and mining with relevant operations in Chile. The consulting team should provide organizational information on relevant stakeholders from relevant corporate departments, such as Human Rights, Sustainability, ESG, and Security. Details should include organizational information such as department, section, position, and, if possible, responsibilities.
- Identify Civil Society Organizations, including NGOs, business associations and academics, which are currently or have been previously involved in human rights issues related to business operations in the extractive sector (mining, oil and gas), or more specifically human rights issues relating to security, or organizations representing community, Indigenous, or other groups with concerns relating to business

and human rights particularly in the oil, gas, and mining sectors. Provide relevant information for potential focal points such as organization, section, position, contact information, and, if possible, responsibilities;

- Provide more detailed information about reputable local Chilean civil society organizations working in human rights, business and human rights, security and human rights, and community concerns around oil, gas, or mining projects. Please include information about their expertise, organizational capacity, geographical regions where they operate, activities and mandate.
- Provide an initial scoping of potential priority issues, and possible responsive activities that a new working group could engage in, and/or opportunities for collective problem-solving; and
- The VPI is evaluating the possibility of creating a new multi-stakeholder Working Group in Chile to support implementation of the VPSHR in the country, share best practices, raise awareness related to security and human rights best practices, and to enhance collaboration between government representatives, NGOs, and companies operating in the oil, gas, and mining sector. To the extent possible, provide recommendations for the creation of a new VPI In-Country Working Group in Chile, including potential membership/stakeholders, format, priority topics to consider, scope of work, and suggested geographical locations for in-person meetings.

Appendix B:

Indicative Timetable:

November 17, 2022	Launching of the RFP #VPSHR215
November 30, 2022	Last day to send any question regarding the RFP
December 2, 2022	Posting of the answers to questions
December 9, 2022	Application deadline
December 23, 2022	Successful applicant notified, contract negotiation
January 6, 2023	Contract signed and kick-off meeting

Appendix C: Declaration

We, the undersigned, offer to provide the services for a Stakeholder Mapping in accordance with your Request for Proposal No.VPSHR215 and our Proposal.

We hereby declare that our firm, its affiliates, or subsidiaries, including any joint venture/consortium /association members (as applicable):

- a) Will comply with all applicable laws in our jurisdictions of registration and operation, including, without limitation, laws against bribery of foreign officials;
- b) Have no conflict of interest and/or any potential conflict has been declared and proposed steps for mitigation provided;
- c) Have not declared bankruptcy, are not currently engaged in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- d) Undertake not to engage in illegal practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, funding of terrorism, or any other practice that exposes the VPA to undue financial, operational, reputational or other risk;
- e) Are not under sanction for an offence involving fraud, bribery or corruption imposed by a government or an international organization; and
- f) Are not engaged in practices or transactions that would violate the sanctions laws and regulations of the United Nations, the European Union, or the United States.

We declare that all the information provided, and statements made by us in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification and/or sanctioning by the VPA. We offer to provide services in conformity with the Bidding documents and in accordance with the Statement of Work. Our Proposal shall be valid and remain binding upon us for 120 days upon receipt. We understand that you are not bound to accept any Proposal you receive.

We declare that any supplier or subcontractor to be used in connection with this project shall be contractually required to make representations substantially similar to the declaration set out herein. I, the undersigned, certify that I am duly authorized to sign this Declaration on behalf of the Bidder.

Name:	
Title:	
Date:	
Signature:	