

DK-Copenhagen: Executing an inventory of economic instruments in EEA countries

Open call for Tender

EEA/RNC/03/001

Description of the work

The European Environment Agency (EEA) has as its main duty to produce objective, reliable and comparable information for those concerned with framing, implementing and further developing European environmental policy, and for the wider European public.

The EEA and the OECD Environment Directorate are building a database for economic instruments of environmental protection and nature management.

Main categories of instruments in the database include environmental taxes and charges, environmentally motivated subsidies, deposit-refund systems, tradable permit systems, and voluntary approaches.

Although much information is already available, there are gaps that will be filled in this project.

The consultant who will be awarded the contract will have to execute an inventory of economic instruments for the countries specified under task 2.

The following tasks are foreseen:

Task 1: Familiarize with existing information and its structure

The consultant should take notice of information already in the database (see under task 2.) and familiarize with its structure. The database is written in MS Access97 and specifies the exact details of the economic instruments that should be found¹.

Task 2: Contact relevant networks and retrieve the requested information:

A network of experts in the various countries is currently under development. The consultant should contact them and identify additional information on the instruments either or not already in the database. EEA will provide the coordinates of this network and inform the network about this project.

¹ An empty MS Access97 database file will be sent by e-mail upon request.

The consultant must however also exploit his own networks to collect additional data necessary to achieve a satisfactory level of information in the database.

Information will need to be collected for the following types of economic instruments:

1. Environmentally motivated subsidies
2. Trading permits systems
3. Deposit-refund systems
4. Voluntary approaches
5. Environmental taxes and charges

The use of these instruments in environmental policy at national, provincial and local level (aimed at the quality of air and climate, water, waste, soil, and at products) as well as in natural resources management (wetlands, forestry, fishery, nature conservation areas, resources such as water and minerals, natural species and wildlife) will need to be included. Also instruments managed outside the public sector, but decided on in cooperation with the public sector must be included as well.

The instruments to be collected must actually be in use by January 1, 2003, or definitely being introduced (passed parliamentary approval or similar) on a fixed date in 2003.

The inventory will be made for the following countries: Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Estonia, TFYR of Macedonia, Latvia, Liechtenstein, Lithuania, Malta, Romania, Slovenia, and Yugoslavia.

The required level of detail of the instruments to be collected is specified by the fields of the database.

For seven countries some information is already available but not necessarily complete. For the other seven countries, no information has as yet been put in the database².

Task 3: Uploading the collected information in the database

After proper quality checking the collected information will be put in the MS Access97 database. Files for the relevant countries will be provided by EEA, and returned to EEA after completion.

Task 4: Work package

The main part of work can be executed from the consultant's offices, with regular contacts with the responsible EEA Project manager. Two meetings at EEA's premises are envisaged: a kick-off meeting and a meeting after the completion of task 2.

Some fact-finding missions should be envisaged and included in the travel budget.

The kick-off meeting will be held in Copenhagen within two weeks after the start. The second project meeting should take place as the work progresses or after four months at the latest. Main subject of that meeting will be the preliminary results of task 2 as specified above.

² Upon request available information will be sent

The contractor should provide the EEA with the following products

- A work plan to be presented to EEA at least 2 days before the kick-off meeting,
- An interim report to be presented to EEA at least a week before the second project meeting, indicating progress that has been made up to and including task 2 as specified above.
- Data base files for each of the countries in the inventory, as specified by the database,
- Final Report (has to be presented before the end of the contract) describing the work done, the results, problems that were met, and recommendations for further improvement of the inventory. The created final database shall be also attached to the final report.

Reports must be delivered in MS-Office 2000 formats.

Please note that the working language will be English. The persons responsible for providing the service need to be able to communicate and write reports in English.

The database is written in MS-Access97 and this format must be used in this project.