**SES: Trade Finance Program**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **SES: Trade Finance Program** |
| **Reference** | REG 47068-001 Package International Trade Finance Operations Expert |
| **Financing Ref.** | 8353 |
| **Procurement type** | Services |
| **Funding agency** | Asian Development Bank |
| **Countries** | Afghanistan, Armenia, Azerbaijan, Bangladesh, Bhutan, Cambodia, China, Cook Islands, East Timor, Fiji, Georgia, India, Indonesia, Kazakhstan, Kiribati, Korea, South, Kyrgyz Republic, Laos, Malaysia, Maldives, Marshall Islands, Micronesia, Federated States of, Mongolia, Myanmar, Nauru, Nepal, Pakistan, Papua New Guinea, Philippines, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Tonga, Turkmenistan, Tuvalu, Uzbekistan, Vanuatu, Vietnam |
| **Deadline** | **11 December 2013** |
| **Sectors** | **FINANCE & BANKING:**   - Risk / Sensitivity / Market analysis / Forecasting / Models / Projection   - Policy / Planning / Systems **TRADE & INDUSTRY:**   - Trade / Global trade **PROGRAMME & RESOURCE MANAGEMENT:**   - Monitoring & Evaluation & Assessment / (impact) Studies / Project Audit / Survey   - Cost / Benefits Analysis / Project Budgeting |

**Project description**

|  |
| --- |
| Date Published: 05-Dec-2013 Deadline of Submitting EOI: 11-Dec-2013 11:59 PM Manila local time Selection Profile  Consultant Type Individual Selection Method Individual Consultant Selection (ICS)  Source International Technical Proposal Not Applicable  Selection Title SES: Trade Finance Program  Package Number   Package Name International Trade Finance Operations Expert  Advance Action No Engagement Period 300 DAY Consulting Services Budget USD 300,000 Budget Type Maximum  Approval Number 8353 Approval Date 19-Apr-2013 Estimated Short-listing Date 06-Dec-2013 Estimated Commencement Date 16-Dec-2013  Additional Information  Country of assignment  Regional  Contact Information  Project Officer Jocelyn G. Tubadeza Designation Evaluation Specialist (Operations Coordination) Asian Development Bank Email jtubadeza@adb.org   Cost Estimate (Individual Consultant) Cost Items Amount in USD  Remuneration and Other Expenses All activities and inputs in the TOR but not limited to remuneration, per diem, air travel, miscellaneous travel expenses, report preparation, production, and transmission, land transportation, communications, etc. 30,191  Contingency 1,809  TOTAL 32,000    Terms of Reference (Individual Consultant)  Expertise  International Trade Finance Operations Expert Expertise Group Finance and Investment  TOR Keywords  Source International Objective and Purpose of the Assignment  The special evaluation study (SES) will assess ADB’s trade finance activities including the related TFP  technical assistance programs since the initial approval of the program in 2003 to end of 2013. The  evaluation will assess the performance of the Trade Finance Program relative to the objectives set for  that program. Scope of Work  The international consultant will assist IED in the preparation of ADB TFP program operations review  background paper for the study. The consultant will help to evaluate ADB’s trade finance credit due  diligence and risk approval process, responsiveness, information technology systems, analyze  profitability, capital and resource usage and benchmark operations to international standards. Detailed Tasks and/or Expected Output  (i) Review all relevant ADB documents related to TFP including Report and Recommendation of the  President, major change in scope documents, program reviews and reports, and other processing  documents.  (ii) Conduct meetings with ADB trade finance team to analyze the ADB TFP program credit, risk and  operational procedures. (iii) Conduct ADB profitability analysis for the TFP program. Analyze capital and resource usage for  the program. Compare and contrast performance and approval procedures to international standards.  Suggest procedural and approval process improvements to the TFP program. (iv) Prepare a background paper for the study covering overall efficiency and work quality assessments  of ADB TFP program operations, profitability, and approval mechanisms.  Minimum Qualification Requirements  The international trade finance operations expert should have 7-year experience in undertaking  evaluation of trade finance projects and solid knowledge and background in trade finance, work with team  leader to assist in other tasks as needed.  Minimum General Experience 15 Years  Minimum Specific Experience (relevant to assignment) 7 Years  Regional/Country Experience Not Required  Hyperlinks to Related Project Dossiers:  GPN <http://www.assortis.com/en/members/bsc_view.asp?id=259081&DataType=busop> |

**SES: Trade Finance Program**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **SES: Trade Finance Program** |
| **Reference** | REG 47068-001 Package International Finance Consultant |
| **Financing Ref.** | 8353 |
| **Procurement type** | Services |
| **Funding agency** | Asian Development Bank |
| **Countries** | Philippines, Sri Lanka, Uzbekistan, Vietnam |
| **Deadline** | **11 December 2013** |
| **Sectors** | **ECONOMIC DEVELOPMENT:**   - Economic Systems / Planning **FINANCE & BANKING:**   - Banking system   - Policy / Planning / Systems **TRADE & INDUSTRY:**   - Policy / Planning **PROGRAMME & RESOURCE MANAGEMENT:**   - Monitoring & Evaluation & Assessment / (impact) Studies / Project Audit / Survey |

**Project description**

|  |
| --- |
| Date Published: 05-Dec-2013 Deadline of Submitting EOI: 11-Dec-2013 11:59 PM Manila local time  Selection Profile  Consultant Type Individual Selection Method Individual Consultant Selection (ICS) Source International Technical Proposal Not Applicable  Selection Title SES: Trade Finance Program  Package Number   Package Name International Finance Consultant  Advance Action No Engagement Period 300 DAY Consulting Services Budget USD 300,000 Budget Type Maximum  Approval Number 8353 Approval Date 19-Apr-2013 Estimated Short-listing Date 06-Dec-2013 Estimated Commencement Date 16-Dec-2013  Additional Information  Indefinite Delivery Contract (IDC) No Country of assignment  Regional Contact Information  Project Officer Jocelyn G. Tubadeza Designation Evaluation Specialist (Operations Coordination) Asian Development Bank Email jtubadeza@adb.org  Cost Estimate (Individual Consultant) Cost Items Amount in USD  Remuneration and Other Expenses All activities and inputs in the TOR but not limited to remuneration, per diem, air travel, miscellaneous travel expenses, report preparation, production, and transmission, land transportation, communications, etc. 95,385  Contingency 4,615  TOTAL 100,000   Terms of Reference (Individual Consultant)  Expertise  International Finance Consultant Expertise Group Finance and Investment  TOR Keywords  Source International Objective and Purpose of the Assignment  The special evaluation study (SES) will assess ADB’s trade finance activities including the related TFP  technical assistance programs since the initial approval of the program in 2003 to end of 2013. The  evaluation will assess the performance of the Trade Finance Program relative to the objectives set for  that program. Scope of Work  An international Finance consultant to help conduct country case studies, interviews with issuing and  confirming banks and selected beneficiaries, interviews with central Banks and chamber of commerce,  interviews with partner development institutions, help analyze ADB trade finance program and help draft  the final report. Detailed Tasks and/or Expected Output  (i) Review all relevant ADB documents related to TFP including Report and Recommendation of the  President, major change in scope documents, program reviews and reports, and other processing  documents.  (ii) Participate in meetings with ADB trade finance team to analyze the ADB TFP program. (iii) Participate in country case studies, conduct interviews with issuing and confirming banks and  selected beneficiaries, interviews with central Banks and chamber of commerce, interviews with partner  development institutions, and help analyze ADB trade finance program. Help prepare mission Aide Memoire. (iv) Help analyze survey results. Help analyze the feedback from country case studies.  (v) Review background papers and help prepare the draft final report for the study. Support the SES  Team Leader with other tasks related to the evaluation. Minimum Qualification Requirements  The international finance consultant should have 7-year experience in undertaking evaluation of finance  various private sector projects, solid knowledge and background in trade finance, and familiar with  economic and finance landscape in the country level of identified case study countries.  Minimum General Experience 15 Years  Minimum Specific Experience (relevant to assignment) 7 Years  Regional/Country Experience Not Required   Hyperlinks to Related Project Dossiers:  GPN  <http://www.assortis.com/en/members/bsc_view.asp?id=259081&DataType=busop> |

**SES: Trade Finance Program**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **SES: Trade Finance Program** |
| **Reference** | REG 47068-001 Package International Trade Finance Expert |
| **Financing Ref.** | 8353 |
| **Procurement type** | Services |
| **Funding agency** | Asian Development Bank |
| **Countries** | Afghanistan, Armenia, Azerbaijan, Bangladesh, Bhutan, Cambodia, China, Cook Islands, East Timor, Fiji, Georgia, India, Indonesia, Kazakhstan, Kiribati, Korea, South, Kyrgyz Republic, Laos, Malaysia, Maldives, Marshall Islands, Micronesia, Federated States of, Mongolia, Myanmar, Nauru, Nepal, Pakistan, Papua New Guinea, Philippines, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Tonga, Turkmenistan, Tuvalu, Uzbekistan, Vanuatu, Vietnam |
| **Deadline** | **11 December 2013** |
| **Sectors** | **ECONOMIC DEVELOPMENT:**   - Economic Systems / Planning **FINANCE & BANKING:**   - Market Instruments / Derivatives / Financial Markets / Exchanges   - Policy / Planning / Systems **TRADE & INDUSTRY:**   - Policy / Planning **PROGRAMME & RESOURCE MANAGEMENT:**   - Monitoring & Evaluation & Assessment / (impact) Studies / Project Audit / Survey **COMMUNICATION / PUBLIC RELATIONS / INFORMATION SERVICES:**   - Conferences / Events / Seminars / Training |

**Project description**

|  |
| --- |
| Date Published: 05-Dec-2013 Deadline of Submitting EOI: 11-Dec-2013 11:59 PM Manila local time  Selection Profile    Consultant Type Individual  Selection Method Individual Consultant Selection (ICS)  Source International  Technical Proposal Not Applicable   Selection Title SES: Trade Finance Program   Package Number  Package Name International Trade Finance Expert   Advance Action No    Engagement Period 300 DAY    Consulting Services Budget USD 300,000    Budget Type Maximum    Approval Number 8353   Approval Date 19-Apr-2013  Estimated Short-listing Date 06-Dec-2013  Estimated Commencement Date 16-Dec-2013  Additional Information Country of assignment Regional    Contact Information Project Officer Jocelyn G. Tubadeza  Designation Evaluation Specialist (Operations Coordination)  Asian Development  Email jtubadeza@adb.org   Cost Estimate (Individual Consultant)    Cost Items Amount in USD   Remuneration and Other Expenses All activities and inputs in the TOR but not limited to remuneration, per diem, air travel, miscellaneous travel expenses, report preparation, production, and transmission, land transportation, communications, etc. 44,255  Contingency 2,745  TOTAL 47,000     Terms of Reference (Individual Consultant)    Expertise International Trade Finance Expert  Expertise Group Finance and Investment  TOR Keywords   Source International   Objective and Purpose of the Assignment The special evaluation study (SES) will assess ADB’s trade finance activities including the related TFP  technical assistance programs since the initial approval of the program in 2003 to end of 2013. The  evaluation will assess the performance of the Trade Finance Program relative to the objectives set for  that program.   Scope of Work The international consultant will assist IED in the preparation of the trade finance background paper  for the study covering trade finance industry background, constraints and gaps in Asian DMCs. The  consultant will analyze market failures, nature of regulations, and contrast nature of trade finance  market before and after the crisis in different countries. The consultant will also help analyze the  role of TFP in addressing structural issues versus the role of TFP as a crisis response instrument in  difference DMCs. The consultant will also help design, review and analyze surveys for all issuing and  confirming banks in the TFP. A separate survey firm will be used to conduct the survey.    Detailed Tasks and/or Expected Output (i) Review all relevant ADB documents related to TFP including Report and Recommendation of the  President, major change in scope documents, program reviews and reports, and other processing  documents.  (ii) Review and research relevant trade finance industry documents, other partner trade institution  documents, industry publications to analyze constraints and gaps in trade in different countries, market  failures, nature of regulations, and contrast nature of trade finance market before and after the crisis  in different countries. analyze the role of TFP in addressing structural issues versus the role of TFP  as a crisis response instrument in difference DMCs. (iii) Conduct meetings with ADB trade finance team to analyze the ADB TFP program strategies and focus. (iv) Help design, coordinate surveys of all issuing and confirming banks through a survey firm and  analyze surveys for all issuing and confirming banks in the TFP. (v) Prepare a background paper for the study covering trade finance industry evolution, market failures,  regulations, constraints and gaps in Asian DMCs. Work with team leader to assist in other tasks as  needed.   Minimum Qualification Requirements The international trade finance expoert should have 7-year experience in undertaking evaluation of  finance projects, solid knowledge and background in trade finance, and familiar with economic and track  finance landscape in various DMCs.   Minimum General Experience 15   Years  Minimum Specific Experience (relevant to assignment) 7   Years   Regional/Country Experience Not Required   Hyperlinks to Related Project Dossiers:  GPN  <http://www.assortis.com/en/members/bsc_view.asp?id=259081&DataType=busop> |

**Web Developer and Administrator**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Web Developer and Administrator** |
| **Reference** | REG 46134-001 Package Enhancing Coordination of the Central Asia Regional Economic Cooperation Program |
| **Financing Ref.** | 8148 |
| **Procurement type** | Services |
| **Funding agency** | Asian Development Bank |
| **Countries** | Afghanistan, Azerbaijan, China, Kazakhstan, Kyrgyz Republic, Mongolia, Pakistan, Tajikistan, Turkmenistan, Uzbekistan |
| **Deadline** | **12 December 2013** |
| **Sectors** | **INFORMATION TECHNOLOGY:**   - Management Information Systems (MIS)   - Databases / Warehouses / Data Recovery   - Information society / Policy   - Web Design |

**Project description**

|  |
| --- |
| Date Published: 06-Dec-2013 Deadline of Submitting EOI: 12-Dec-2013 11:59 PM Manila local time  Selection Profile Consultant Type Individual Selection Method Individual Consultant Selection (ICS) Source National Technical Proposal Not Applicable  Selection Title Enhancing Coordination of the Central Asia Regional Economic Cooperation Program  Package Number   Package Name Web Developer and Administrator  Advance Action No Engagement Period 365 DAY Consulting Services Budget USD 35,000 Budget Type Estimated  Approval Number 8148 Approval Date 30-Aug-2012 Estimated Short-listing Date 16-Dec-2013 Estimated Commencement Date 15-Jan-2014 Additional Information  Possibility of contract extension Not known Possibility of consideration for downstream assignment Not known Indefinite Delivery Contract (IDC) No Country of assignment Regional Country of eligibility for national consultants  Same as country of assignment  Contact Information  Project Officer Pradeep Srivastava Designation Principal Economist Asian Development Bank Email psrivastav@adb.org Cost Estimate (Individual Consultant) Cost Items Amount in USD  Remuneration and Other Expenses All activities and inputs in the TOR but not limited to remuneration, per diem, air travel, miscellaneous travel expenses, report preparation, production, and transmission, land transportation, communications, etc. 33,831  Contingency 669  TOTAL 34,500   Terms of Reference (Individual Consultant)  Expertise  Web Developer and Administrator Expertise Group Information Systems  TOR Keywords  Source National Objective and Purpose of the Assignment  The CAREC Secretariat is responsible for managing the CAREC Program website, which provides a wide range  of information on regional economic cooperation in the CAREC region. The Web Developer and Administrator  (national consultant) will primarily support the design, development, and maintenance of the CAREC  Program website, with a focus on technical issues. Scope of Work  The Web Developer/Administrator will work with the CAREC web team. The consultancy assignment under this  RETA will involve 240 working days of input intermittently from 15 January 2014 to 14 January 2015 and  will be based at ADB headquarters.  Detailed Tasks and/or Expected Output  (i) Assist in improving the design and navigation facility of the CAREC Program website hosted outside  ADB, using relevant available technologies and related free programs from the internet, and in  collaboration with the CAREC web team; (ii) Assist in conceptualizing and executing database-related systems for the website; (iii) Maintain and improve the Content Management System for web contents, including uploading of  documents, sorting and searching of materials, managing ticketing/tracking system, checking broken or  dead links, monitoring website user access/hits and producing monthly analytics reports, etc; (iv) Integrate, improve, and maintain administration modules of the Content Management System, Projects  Management System, and Events and Resources System; (v) Develop and maintain the Documents Management System for country reports and studies; (vi) Assist in development of interactive maps for CAREC transport/energy corridors; (vii) Assist in developing, improving, and maintaining the Russian-language version of the Content  Management System and mirror website in Russian, in collaboration with the CAREC Russian-language IT assistant; (viii) Coordinate with relevant ADB departments on IT-related matters, as necessary; (ix) Assist in the administration of the Database and Web Server operating systems, as necessary; (x) Manage the development server hosted outside ADB; (xi) Conduct training on website administration and operations of both English and Russian websites; (xii) Develop CAREC website mobile application (i.e. Android app and iOS app); (xiii) Undertake other IT-related tasks necessary for updating website contents. Minimum Qualification Requirements  Bachelor's degree in computer science, IT, network administration, or any computer-related field  preferably with experience in and knowledge of database design, PHP programming, mySQL database  administration, Windows Server 2003 administration, and Apache web server administration.  Minimum General Experience 6 Years  Minimum Specific Experience (relevant to assignment) 3 Years  Regional/Country Experience  Desired  Hyperlinks to Related Project Dossiers: GPN   <http://www.assortis.com/en/members/bsc_view.asp?id=221027&DataType=busop> |

**Technical Assistance for the capacity development, quality assurance and standardization of TB Laboratory Networks MOH Tajikistan**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Technical Assistance for the capacity development, quality assurance and standardization of TB Laboratory Networks MOH Tajikistan** |
| **Status** | **Update** [See original posting](http://www.assortis.com/en/members/bsc_view.asp?id=277456&DataType=busop) |
| **Reference** | UNDPZ96635 |
| **Financing Ref.** | 13501; 216-2013-RFP-UNDP-GF-TB |
| **Procurement type** | Services |
| **Funding agency** | United Nations Development Programme |
| **Countries** | Tajikistan |
| **Deadline** | **12 December 2013** |
| **Sectors** | **HEALTH:**   - Policy / Planning / Systems / Organisation / Administration / Management   - Diseases / Vaccination / Epidemic / Prevention / Risks   - Research **PROGRAMME & RESOURCE MANAGEMENT:**   - Total Quality Management (TQM) / Quality Control **CONSUMER PROTECTION:**   - Standardisation / Certification / Accreditation / Conformity assessment / Metrology / Laboratory |

**Project description**

|  |
| --- |
| General information Type of notice Request for proposal  Title Technical Assistance for the capacity development, quality assurance and standardization of TB Laboratory Networks MOH Tajikistan (deadline is extended)  UN organization United Nations Development Programme  Reference 216-2013-RFP-UNDP-GF-TB\_extended  Published 06-Dec-2013  Deadline 12-Dec-2013 10:13  Time zone (GMT +5.00) Ekaterinburg, Islamabad, Karachi, Tashkent Countries Tajikistan  Contacts UNDP Tajikistan UNDP Tajikistan - Procurement.tj@undp.org, Tel: +992 446005600  Email Procurement.tj@undp.org  First name UNDP Tajikistan  Surname UNDP Tajikistan  Telephone country code Tajikistan (+992)  Telephone number 446005600  Description Technical Assistance for the capacity development, quality assurance and standardization of TB Laboratory Networks MOH Tajikistan (Ref: 216-2013-RFP-UNDP-GF-TB\_extention) Dear Mr./Ms. The United Nations Development Programme (UNDP) hereby invites you to submit a Proposal to this Request for Proposal (RFP) for the above-referenced subject. This RFP includes the following documents: Section 1 – This Letter of Invitation Section 2 – Instructions to Proposers (including Data Sheet) Section 3 – Terms of Reference Section 4 – Proposal Submission Form Section 5 – Documents Establishing the Eligibility and Qualifications of the Proposer Section 6 – Technical Proposal Form Section 7 – Financial Proposal Form Section 8 – Contract for Professional Services, including General Terms and Conditions Your offer, comprising of a Technical and Financial Proposal, in separate sealed envelopes, should be submitted in accordance with Section 2. You are kindly requested to submit an acknowledgment letter to UNDP to the following address: United Nations Development Programme Procurement.tj@undp.org Attention: Mr. Norimasa Shimomura, Country Director The letter should be received by UNDP no later than December 4, 2013, COB. The same letter should advise whether your company intends to submit a Proposal. If that is not the case, UNDP would appreciate your indicating the reason, for our records. If you have received this RFP through a direct invitation by UNDP, transferring this invitation to another firm requires your written notification to UNDP of such transfer and the name of the company to whom the invitation was forwarded. Should you require further clarifications, kindly communicate with the contact person identified in the attached Data Sheet as the focal point for queries on this RFP. UNDP looks forward to receiving your Proposal and thanks you in advance for your interest in UNDP procurement opportunities. Deadline of Submission Date and Time : December 12, 2013, COB (extended) UNSPSC J - Services  85000000 - Healthcare Services  85120000 - Medical practice  85121800 - Medical laboratories  Hyperlinks to Related Project Dossiers:  <https://www.ungm.org/Public/Notice/24558> |

**USPSC Democracy Officer – Generalist**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **USPSC Democracy Officer – Generalist** |
| **Reference** | USAIDSOL-OCR-14-000003 |
| **Procurement type** | Services |
| **Funding agency** | U.S. Agency for International Development |
| **Countries** | Afghanistan, Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Armenia, Aruba, Azerbaijan, Bahamas, Bangladesh, Barbados, Belarus, Belize, Benin, Bhutan, Bolivia, Bosnia and Herzegovina, Botswana, Brazil, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Central African Republic, Chad, Chile, China, Colombia, Comoros, Congo (Brazaville), Congo, Democratic Republic of the, Costa Rica, Cuba, Cyprus, Djibouti, Dominica, Dominican Republic, East Timor, Ecuador, Egypt, El Salvador, Equatorial Guinea, Eritrea, Ethiopia, Fiji, French Polynesia, Gabon, Gambia, The, Georgia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iraq, Israel, Ivory Coast, Jamaica, Jordan, Kazakhstan, Kenya, Kiribati, Korea, North, Korea, South, Kyrgyz Republic, Laos, Lebanon, Lesotho, Liberia, Macedonia, Madagascar, Malawi, Malaysia, Maldives, Mali, Malta, Mauritania, Mauritius, Mexico, Moldova, Mongolia, Montenegro, Morocco, Mozambique, Myanmar, Namibia, Nepal, Netherlands Antilles, Nicaragua, Niger, Nigeria, Oman, Pakistan, Palau, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Russian Federation, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, Sao Tome and Principe, Saudi Arabia, Senegal, Serbia, Seychelles, Sierra Leone, Singapore, Solomon Islands, Somalia, South Africa, Sri Lanka, Sudan, Suriname, Swaziland, Syria, Tajikistan, Tanzania, Thailand, Togo, Tonga, Trinidad and Tobago, Tunisia, Turkey, Turkmenistan, Tuvalu, Uganda, Ukraine, United States of America, Uruguay, Uzbekistan, Vanuatu, Venezuela, Vietnam, Yemen, Republic of , Zambia, Zimbabwe |
| **Deadline** | **19 December 2013** |
| **Sectors** | **PUBLIC ADMINISTRATION:**   - Governance **SOCIAL SERVICES / SOCIAL SCIENCES / POPULATION:**   - Conflict / Post conflict / Conflict prevention   - Democracy / Human Rights |

**Project description**

|  |
| --- |
| General Information Notice Type: Combined Synopsis/Solicitation  Posted Date: December 5, 2013  Response Date: Dec 19, 2013 5:00 pm Eastern  Archiving Policy: Automatic, 15 days after response date  Archive Date: January 3, 2014  Original Set Aside: N/A  Set Aside: N/A  Classification Code: R -- Professional, administrative, and management support services  NAICS Code: 921 -- Executive, Legislative, and Other General Government Support/921190 -- Other General Government Support   Solicitation Number:  SOL-OCR-14-000003 Notice Type:  Combined Synopsis/Solicitation Synopsis:  Added: Dec 05, 2013 4:33 pm  Request for Personal Service Contractor USAID Office of Civilian Response  Position Title: Democracy Officer - Generalist (Multiple Positions) Solicitation Number: SOL-OCR-14-000003 Salary Level: GS-14 Equivalent Hourly Rate: $40.58 - $52.76 (Equivalent Daily Rate: $324.64 -$422.08)  Issuance Date: December 5, 2013 Closing Date: December 19, 2013 Closing Time: 5:00 P.M. EST  Dear Prospective Applicants:  The United States Government (USG), represented by the U.S. Agency for International Development (USAID), is seeking applications from qualified U.S. citizens to provide personal services overseas as Democracy Officer - Generalist under a personal services contract, as described in the attached solicitation.  The Office of Civilian Response (OCR) is hiring a Democracy Officer - Generalist who will be U.S. Personal Services Contracts (USPSCs) on intermittent contracts providing support when changed circumstances in a country necessitate an increase in staffing or additional specialized skills. The USPSCs will be a part of OCR's "Firehouse" and those serving in the Firehouse must be prepared to work abroad in USAID missions and embassies, often with little time for preparations. Deployments can be for any period of time from 2 months to almost a full year.  Submittals must be in accordance with the attached information at the place and time specified. Applicants interested in applying for this position MUST submit the following materials:  1 Complete resume. In order to fully evaluate your application, your resume must include:  (a) All full time paid positions, job title, location(s), and dates held (month/year), for each position. Dates (month/year) and locations for all overseas field experience must also be detailed. Please specify unpaid or part time work. Unless stated otherwise, part-time hours will be prorated at 20 hours worked per week. Unpaid, part-time and any experience that does not include dates (month/year) and locations will not be counted towards meeting the solicitation requirements.  (b) Specific duties performed that fully detail the level and complexity of the work.  (c) Names and contact information (phone and email) for all supervisors within the last 10 years.  (d) Education and any other qualifications including job-related training courses, job-related skills, or job-related honors, awards or accomplishments.  (e) Country of Citizenship.  2 A one page narrative demonstrating how you are qualified for the position. The narrative should take into consideration the selection criteria, describing your experience, training, education and/or awards you have received that are relevant to the position. If the narrative exceeds one page the additional pages will NOT be reviewed or evaluated.  Additional documents submitted will not be accepted. Incomplete or late applications will not be considered. Your complete resume and the supplemental document addressing the EFs must be mailed, delivered, faxed, or emailed to:  GlobalCorps 529 14th Street, NW, Suite 700 Washington, DC 20045 E-Mail Address: raxton@usaid.gov and dogeneralist@globalcorps.com Facsímile: (202) 280-1184  Applicants can expect to receive a confirmation email when application materials have been received. Applicants should retain for their records copies of all enclosures which accompany their applications. Any questions on this solicitation may be directed to:  Travis Axton  Telephone Number: (202) 706-6115 E-Mail Address: raxton@usaid.gov and dogeneralist@globalcorps.com Website: www.globalcorps.com Facsímile: (202) 280-1184  Sincerely, Michael Clark  Contracting Officer  Solicitation for U.S. Personal Service Contractor (USPSC) Democracy Officer - Generalist (Multiple Positions)  1. SOLICITATION NO.: SOL-OCR-14-000003  2. ISSUANCE DATE: December 5, 2013  3. CLOSING DATE/TIME FOR RECEIPT OF APPLICATIONS: December 19, 5:00 pm EST  4. POSITION TITLE: Democracy Officer - Generalist  5. MARKET VALUE: GS-14 equivalent hourly/daily rate ($40.58 - $52.76/$324.64 -$422.08- not eligible for locality pay). Final compensation will be negotiated within the listed market value based upon the candidate's past salary, work history and educational background. Salaries over and above the top of the pay range will not be entertained or negotiated.  6. PERIOD OF PERFORMANCE: One (1) year, with four (4) option years  STATEMENTS OF LIMITATIONS ON PERIOD/PLACE OF PERFORMANCE AND BENEFITS:  The purpose of this contract is to establish an employee/employer relationship with the contractor to perform services overseas on a temporary, on-call basis as part of the Bureau for Democracy, Conflict, and Humanitarian Assistance (DCHA) / Office of Civilian Response (OCR) "Firehouse." The Personal Services Contractor(s) hired under this contract will provide up to a maximum of 250 workdays of services on an annual basis.  The specific projects, as well as dates, number of days and locations to be worked will be determined by mutual agreement between the contractor and his/her OCR supervisor according to requests made to OCR by USAID overseas missions. This is an intermittent USPSC solicitation. There is no obligation by OCR to provide assignments for a minimum number of days, and the contractor will be free to provide "blackout" dates during which he/she will not be available to accept assignments.  Upon identification of a temporary need within the scope of work, OCR will contact the contractor and provide the following information:  1. Date contractor is needed to report to OCR or assignment in the field 2. Duration of Assignment 3. Place of Performance  The contractor will notify OCR whether he/she is available for the assignment within two business days. At the time the contractor accepts the assignment, he/she is expected to commit for the duration of the assignment. While the contractor will be required to commit to a certain time period, it is understood that the exigencies of a crisis may require the assignment to be curtailed or extended (not to exceed 250 days per year). The contractor shall notify OCR at the time of commitment if his or her existing schedule would preclude an extension. Notification of schedule conflicts shall not necessarily disqualify the contractor from the assignment, but will simply assist OCR in recruiting a replacement. Subsequently, if unforeseen circumstances arise, and the contractor needs to curtail the assignment and leave post, the contractor must receive approval from OCR and the Mission prior to departure.  As services provided by the contractor are on a temporary, on-call basis, health and life insurance reimbursements will be provided on a prorated basis based on the number of days during which the contractor actually provides services.  7. PLACE OF PERFORMANCE: Overseas There may be an initial orientation and training program in Washington, D.C. This may include formal classroom training, online training, on-the-job training and security training. After completion of appropriate training, the Democracy Officer - Generalist will be considered available for overseas assignment.  8. STATEMENT OF WORK  POSITION DESCRIPTION  BACKGROUND  USAID's Office of Civilian Response (OCR) is seeking highly motivated, highly qualified individuals who want the opportunity to help support USAID missions abroad when faced with a natural disaster, political crisis, internal conflict or otherwise in need of surge staff support due to some unforeseen circumstance. Created in 2008, OCR provides crisis staffing to USAID missions throughout the world with a full range of specialized expertise. Since then this office has provided over 20,000 days of mission support in deployments to countries such as Libya, Tunisia, Kyrgyzstan, Sri Lanka, Burma, Honduras, Somalia, South Sudan, Democratic Republic of Congo, and many other countries. As a member of OCR's team of crisis responders, you would be available at short notice to bring to USAID missions your specialized skills in support of a mission's response to a crisis.  USAID is striving to become an even more nimble and agile organization when responding to crises. Countries experiencing a significant political transition in the midst of a crisis or emerging from civil conflict have unique needs that cannot always be fully addressed by a traditional USAID mission staffing yet timely and effective assistance to promote and consolidate peaceful, democratic advances can make the difference between a successful or a failed state. OCR plays a unique role in USAID by ensuring the USAID mission has sufficient staff with the right skills during those critical golden hours.  To respond quickly and effectively and meet USAID mission needs, OCR retains a group of high level professionals and experts under (USPSCs) as part of a "Firehouse". These knowledgeable and skilled professionals are rapidly available to missions to expand their capacity, augment their existing capability, fill in gaps, replace evacuated staff, or in some cases project USAID presence to field sites or non-presence countries. OCR staff provide specialized skills in a range of areas from contracting to communications, program design, election monitoring, project management, development outreach, reporting, and strategic planning, and others. As a member of the "Firehouse" you would play a crucial role in supporting USAID programs at a time when their success is most critical.  USPSCs are considered employees of USAID for all purposes except programs administered by the Office of Personnel Management (OPM) - such as federally sponsored health insurance, life insurance, and retirement benefits. However, there are several other similar benefits that USPSCs may participate in, such as partial reimbursement for health and life insurance costs, as well as full coverage of workers' compensation, among other benefits. For more complete information on USPSC benefits, please see page 12 of this solicitation.   9. CORE FUNCTIONAL AREAS OF RESPONSIBILITY  INTRODUCTION  This position calls for an experienced democracy officer professional with the presence, knowledge and the leadership skills to serve for the Office of Civilian Response at select USAID Missions abroad.  DUTIES AND RESPONSIBILITIES  The incumbent will support USAID missions overseas with experience in general democracy, rights, and governance and at least one significant experience and technical expertise in one of the following; atrocity prevention, elections, human rights, rule of law, civil society, transitional justice, and constitutional and legal analysis; as well as experience in cross-cutting issues such as women's participation, anti-corruption, and rights of persons with disabilities. He/She will oversee and support a wide range of democracy programs in various locations and at various levels of government.  While every deployment is different, the Democracy Officer - Generalist should be prepared to complete the following:  • Accomplishes work related to the conceptualization, design, documentation and management of democracy and governance development programs.  • Develops Mission documents related to democracy and governance projects including evaluation proposals, project appraisal document, country development guidance, government to government agreements, and agreements with host country partners.  • Provides leadership on activity design and related technical, policy and budgetary analyses required.  • Performs work related to developing and maintaining relationships with stakeholders in various levels of government, private industry and/or academic institutions to communicate and disseminate information about program mission and activities particularly those regarding democracy, rights and governance.  • Prepares, writes, and or reviews a wide variety of written materials such as reports, speeches and correspondence related to the deployment project.  • Monitors Mission programs and activities in assigned programmatic areas. • Establishes and maintains effective working relationships with a variety of stakeholders of different backgrounds, including multidisciplinary work teams, inter- and intra-agency teams, host country government and civil society counterparts and implementing partners when pursuing assistance strategies and programs for political and social transition.  • Works with other USAID officers and technical specialists to integrate democracy objectives and best practices into a variety of sector assistance programs including those in crisis, post-conflict, and transition environments as well as ensuring cross-cutting issues are significantly addressed.  • Works with non-governmental and civil society organizations, local government and USG officials to monitor human rights, track conflict and maintain early warning systems. Evaluates and reports on situations regarding atrocity prevention in conflict and post-conflict environments.  • Communicates issues related to atrocity/conflict prevention to development practitioners, host-country counterparts and diplomats, both orally and in writing.  SUPERVISORY RELATIONSHIP: The Crisis Response Strategic Communications Officer will take direction from and will report to DCHA/OCR Deputy Director or his/her designee, and when activated, to the Chief of Mission, Mission Director, Deputy Mission Director or his/her designee.  SUPERVISORY CONTROLS: During deployment, the mission supervisor will set overall objectives and provide technical direction and day-to-day supervision. The employee and the supervisor together will develop deadlines, projects, and work to be accomplished subject to mission approval and consistent with mission objectives, policies, and protocols. The incumbent is expected to take initiative, act independently, and manage his/her tasks with minimal supervision while remaining in line with agreed upon work plans and overall mission objectives. For the purpose of contract, personnel, training or general administrative matters, the OCR Deputy Director or his/her designee will provide direction and oversight.  10. PHYSICAL DEMANDS  Firehouse members must obtain a Class 1 State Department medical clearance. OCR Firehouse members may be in positions overseas that lead to unusual mental stress, and may require arduous physical exertion, by prolonged standing, by riding in and getting out of vehicles, and by operating manual or stick-shift motor vehicles. The duties may require: entering and maneuvering in facilities accessible only by stairs, long flight times, and carrying heavy baggage and items (over 30 pounds). The incumbent must be able to operate in an environment that requires endurance and ability to evaluate surroundings. Applicants must be physically and mentally capable of performing these functions efficiently and safely.  11. WORK ENVIRONMENT  Work is primarily performed in an office setting, though the contractor is likely to be assigned to areas where site visits and extraordinary travel time is involved and that may entail working out of temporary duty residences or hotel rooms. The contractor will travel as a U.S. government employee and is subject to Chief of Mission authority. As such, the contractor will be expected to conform to all embassy and/or USAID mission policies and procedures at his or her assignment location regarding housing, work hours, diplomatic protocols, and security. The contractor may be required to staff field offices or other locations off-site of the USAID mission or embassy. Many of the overseas environments in which the contractor may be required to work present a health risk such as: extreme air pollution, lack of potable water, or presence of waterborne and other communicable diseases. Special safety and/or security precautions, wearing of protective equipment, exposure to severe weather conditions, working in non-permissive environments, restrictions on movement and/or evacuations of a USAID mission or embassy may occur.  12. START DATE: Immediately, once necessary clearances are obtained.  13. POINT OF CONTACT: See Cover Letter.  REQUIREMENTS FOR THE POSITION  • U.S. Citizen; • English Fluency; • Ability to obtain a SECRET level security clearance provided by USAID and a TOP SECRET clearance as designated and provided by USAID. A Top Secret clearance may be required for certain activations based on programmatic needs;  • Ability to obtain a Department of State Class 1 worldwide medical clearance; AND  • Bachelors Degree with 9 years of progressively responsible work experience  OR  • Masters Degree with 7 years of progressively responsible work experience  Other Requirements  ? Complete resume submitted. See cover page for resume requirements. Experience that cannot be quantified will not be counted towards meeting the solicitation requirements; ? A one page narrative submitted. See cover page for narrative requirements; ? Satisfactory verification of academic credentials.  14. PREFERRED EDUCATION/EXPERIENCE FOR THIS POSITION  Knowledge of the objectives and operations of the U.S. government and the program activities of other international donor organizations. Position requires ability to work independently and autonomously dependent on Mission needs. Superior organizational skills, writing skills, and the ability to understand and describe US Government-supported International development programs are desired. It is expected that the incumbent will have broad experience in the job requirements and will need minimal further training in any aspect of the position.   Examples of qualified applicants include the following:  A Bachelor's degree in political science, international relations, sociology, anthropology, public policy or public administration or related field with at least nine (9) years of proven program experience, four (4) of which are with an international development organization. Exceptional command of English with regional expertise and language fluency in a major foreign language (French, Arabic, Spanish, Russian preferred). A minimum of two (2) years of relevant overseas experience, preferably in developing or conflict prone countries.  OR  A graduate degree in the field of politics, law, international relations, or related social field with seven (7) years of proven democracy and governance experience, three (3) of which with an international development organization. Exceptional command of English with regional expertise and language fluency in a major foreign language (French, Arabic, Spanish, Russian preferred). A minimum of two (2) years of relevant overseas experience, preferably in developing or conflict prone countries.  15. SELECTION CRITERIA (100 Total) (Used to determine the competitive ranking of qualified applicants.)  Criteria 1: Education (5 Points) Points will be scored proportionally to relevance and level. Desired degree specialization is ranked in order of preference. • A Bachelor's Degree in Political Science, Public Policy, International Affairs, Public Administration, Psychology, Sociology, Anthropology; • A Graduate Degree in Political Science, Law, Public Policy, International Affairs.  Criteria 2: Experience (40 Points) • Demonstrated ability in overseeing several democracy and governance activities such as rule of law, political processes, civil society and governance;  • Demonstrated technical expertise in at least one of the following: public policy, democratic development, elections, good governance, devolution, constitutional and legal analysis, capacity building, and institutional strengthening; • Demonstrated experience in cross-cutting issues such as women's political participation, gender issues, countering trafficking in persons, anti-corruption, and addressing rights of persons with disabilities;  • Demonstrated experience in providing expert analysis and advice on complex programming issues in conflict or conflict-prone environments;  • Demonstrated experience in managing democracy and governance projects;  • Demonstrated experience in the design of democracy and governance projects;  • Demonstrated experience in the formulation and ongoing implementation of monitoring and evaluation plans;  • Familiarity with US government procurement policies and procedures and experience in managing contracts and grants.   Criteria 3: General Skills and Abilities (15 Points)  • Demonstrated ability to function with minimal supervision and to exercise leadership in the development and execution of strategic communication plans; • Demonstrated ability to engage with senior United States and foreign government officials, as well as senior officials of international organizations, diplomatic missions, the private sector and NGOs; • Demonstrated ability to function effectively in a demanding, fast paced and rapidly changing environment; • Demonstrated ability to live and work in sometimes austere, conflict prone environments. • Demonstrated analytical and independent decision making skills; • Demonstrated ability to lead diverse multi-disciplinary and multi-cultural teams.  Criteria 4: Regional, Cross-Cultural and Language Abilities (10 Points) • Familiarity with the politics, economics, history and cultural mores of at least one region of the developing world gained through education and/or experience. Demonstrated ability to utilize a major foreign language (French, Spanish, Arabic, Russian) in the course of conducting business with local partners (FSI 3+ equivalent or better).  Interview: (30 Points) • The most qualified applicant(s) will be required to undergo an interview.  References (Pass/Fail)  Total Possible Points: 100  BASIS OF RATING: Applicants who meet the Education/Experience requirements and Selection Factors will be further evaluated based on scoring of the Evaluation Factor (EF) responses. Those applicants determined to be competitively ranked will also be evaluated on interview performance and satisfactory professional reference checks.  Applicants are required to address each of the EFs in a separate document describing specifically and accurately what experience, training, education and/or awards they have received that are relevant to each factor. Be sure to include your name and the announcement number at the top of each additional page. Failure to address the selection and/or Evaluation Factors may result in your not receiving credit for all of your pertinent experience, education, training and/or awards.  The applicants determined to be competitively ranked will be interviewed and may be required to provide a writing sample. Face-to-face interviews will be conducted in Washington D.C. OCR will not pay for expenses associated with the interviews but will conduct telephone or videoconference interviews for those not available in Washington D.C. Professional references and academic credentials will be evaluated for applicants being considered for selection.  APPLYING:  Applications must be received by the closing date and time at the address specified in the cover letter.  Qualified individuals are required to submit:  1 Complete resume. In order to fully evaluate your application, your resume must include:  (a) All full time paid positions, job title, location(s), and dates held (month/year), for each position. Dates (month/year) and locations for all overseas field experience must also be detailed. Please specify unpaid or part time work. Unless stated otherwise, part-time hours will be prorated at 20 hours worked per week. Unpaid, part-time and any experience that does not include dates (month/year) and locations will not be counted towards meeting the solicitation requirements.  (b) Specific duties performed that fully detail the level and complexity of the work.  (c) Names and contact information (phone and email) for all supervisors within the last 10 years.  (d) Education and any other qualifications including job-related training courses, job-related skills, or job-related honors, awards or accomplishments.  (e) Country of Citizenship.  2 A one page narrative demonstrating how you are qualified for the position. The narrative should take into consideration the selection criteria, describing your experience, training, education and/or awards you have received that are relevant to the position. If the narrative exceeds one page the additional pages will NOT be reviewed or evaluated.  Additional documents submitted will not be accepted.  By submitting your application materials, you certify that all of the information on and attached to the application is true, correct, complete, and made in good faith. You agree to allow all information on and attached to the application to be investigated. False or fraudulent information on or attached to your application may result in you being eliminated from consideration for this position, or being terminated after award, and may be punishable by fine or imprisonment.  To ensure consideration of applications for the intended position, please reference the solicitation number on your application, and as the subject line in any email.  DOCUMENT SUBMITTALS  Via mail: GlobalCorps, 529 14th Street, NW, Suite 700, Washington, DC 20045 Via facsímile: (202) 280-1184 Via email: raxton@usaid.gov and dogeneralist@globalcorps.com  NOTE: If the full security application package is not submitted within 30 days after the Office of Security determines eligibility, the offer may be rescinded. If a Secret security clearance is not obtained within nine months after offer acceptance, the offer may be rescinded. If Top Secret clearance is not obtained within nine months after receipt of the Secret security clearance and award, USAID may terminate the contract at the convenience of the government.  NOTE: If the full medical clearance package is not submitted within 30 days after offer acceptance, the offer may be rescinded. If a Class 1 Department of State medical clearance is not obtained within six months after offer acceptance, the offer may be rescinded.  NOTE REGARDING GOVERNMENT OBLIGATIONS FOR THIS SOLICITATION  This solicitation in no way obligates USAID to award a PSC contract, nor does it commit USAID to pay any cost incurred in the preparation and submission of the application.  NOTE REGARDING DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBERS  All individuals contracted as USPSCs are required to have a DUNS Number. In this instance, USAID will provide a generic DUNS Number, and USPSCs are not required to register with CCR.  For general information about DUNS Numbers, please refer to Federal Acquisition Regulation (FAR) Clause 52.204-6, Data Universal Numbering System (DUNS) Number (10/2003)  <https://www.acquisition.gov/far/current/html/52_200_206.html>br />  LIST OF REQUIRED FORMS FOR PSCs  Forms outlined below can found at: <http://www.usaid.gov/forms/>or at <http://www.forms.gov/bgfPortal/main.do>br /> 1. Optional Form 612. 2. Medical History and Examination Form (DS-6561).  3. Questionnaire for Sensitive Positions (for National Security) (SF-86), or  4. Questionnaire for Non-Sensitive Positions (SF-85).  5. Finger Print Card (FD-258).  Forms 1 through 5 shall be completed ONLY upon the advice of the Contracting Officer that an applicant is the successful candidate for the job.  CONTRACT INFORMATION BULLETINS (CIBs) and ACQUISITION & ASSISTANCE POLICY DIRECTIVES (AAPDs) PERTAINING TO PSCs  CIBs and AAPDs contain changes to USAID policy and General Provisions in USAID regulations and contracts. Please refer to <http://www.usaid.gov/work-usaid/aapds-cibs>psc to determine which CIBs and AAPDs apply to this contract.  AAPD 06-10 - PSC MEDICAL PAYMENT RESPONSIBILITY  AAPD No. 06-10 is hereby incorporated as Attachment 1 to the solicitation.  FAR 52.222-50 - COMBATING TRAFFICKING IN PERSONS  FAR clause 52.222-50 is hereby incorporated as Attachment 2 to the solicitation.  As a matter of policy, and as appropriate, a USPSC is normally authorized the following benefits and allowances:  BENEFITS:  Employer's FICA Contribution Contribution toward Health & Life Insurance Pay Comparability Adjustment Annual Increase (pending a satisfactory performance evaluation) Eligibility for Worker's Compensation Annual & Sick Leave  ALLOWANCES (if Applicable).\*  (A) Temporary Lodging Allowance (Section 120). (B) Living Quarters Allowance (Section 130). (C) Post Allowance (Section 220). (D) Supplemental Post Allowance (Section 230). (E) Post Differential (Chapter 500). (F) Payments during Evacuation/Authorized Departure (Section 600), and  (G) Danger Pay (Section 650).  \* Department of State Standardized Regulations (Government Civilians Foreign Areas).  FEDERAL TAXES: USPSCs are required to pay Federal Income Taxes, FICA, and Medicare  ALL QUALIFIED APPLICANTS WILL BE CONSIDERED REGARDLESS OF AGE, RACE, COLOR, SEX, CREED, NATIONAL ORIGIN, LAWFUL POLITICAL AFFILIATION, NON-DISQUALIFYING DISABILITY, MARITAL STATUS, SEXUAL ORIENTATION, AFFILIATION WITH AN EMPLOYEE ORGANIZATION, OR OTHER NON-MERIT FACTOR.   ATTACHMENT 1  Acquisition & Assistance Policy Directive (AAPD) No. 06-10 PSC Medical Expense Payment Responsibility  General Provision 22, MEDICAL EXPENSE PAYMENT RESPONSIBILITY (OCTOBER 2006)  (a) Definitions. Terms used in this General Provision are defined in 16 FAM 116 available at <http://www.state.gov/m/a/dir/regs/fam/c23002.htm.>br /> Note: Personal services contractors are not eligible to participate in the Federal Employees Health Programs.  (b) The regulations in the Foreign Affairs Manual, Volume 16, Chapter 520 (16 FAM 520), Responsibility for Payment of Medical Expenses, apply to this contract, except as stated below. The contractor and each eligible family member are strongly encouraged to obtain health insurance that covers this assignment. Nothing in this provision supersedes or contradicts any other term or provision in this contract that pertains to insurance or medical costs, except that section (e) supplements General Provision 25. "MEDICAL EVACUATION (MEDEVAC) SERVICES."  (c) When the contractor or eligible family member is covered by health insurance, that insurance is the primary payer for medical services provided to that contractor or eligible family member(s) both in the United States and abroad. The primary insurer's liability is determined by the terms, conditions, limitations, and exclusions of the insurance policy. When the contractor or eligible family member is not covered by health insurance, the contractor is the primary payer for the total amount of medical costs incurred and the U.S. Government has no payment obligation (see paragraph (f) of this provision).  (d) USAID serves as a secondary payer for medical expenses of the contractor and eligible family members who are covered by health insurance, where the following conditions are met:  (1) The illness, injury, or medical condition giving rise to the expense is incurred, caused, or materially aggravated while the eligible individual is stationed or assigned abroad;  (2) The illness, injury, or medical condition giving rise to the expense required or requires hospitalization and the expense is directly related to the treatment of such illness, injury, or medical condition, including obstetrical care; and  (3) The Office of Medical Services (M/MED) or a Foreign Service medical provider (FSMP) determines that the treatment is appropriate for, and directly related to, the illness, injury, or medical condition.  (e) The Mission Director may, on the advice of M/MED or an FSMP at post, authorize medical travel for the contractor or an eligible family member in accordance with the General Provision 10, Travel and Transportation Expenses (July 1993), section (i) entitled "Emergency and Irregular Travel and Transportation." In the event of a medical emergency, when time does not permit consultation, the Mission Director may issue a Travel Authorization Form or Medical Services Authorization Form DS-3067, provided that the FSMP or Post Medical Advisor (PMA) is notified as soon as possible following such an issuance. The contractor must promptly file a claim with his or her medevac insurance provider and repay to USAID any amount the medevac insurer pays for medical travel, up to the amount USAID paid under this section. The contractor must repay USAID for medical costs paid by the medevac insurer in accordance with sections (f) and (g) below. In order for medical travel to be an allowable cost under General Provision 10, the contractor must provide USAID written evidence that medevac insurance does not cover these medical travel costs.  (f) If the contractor or eligible family member is not covered by primary health insurance, the contractor is the primary payer for the total amount of medical costs incurred. In the event of a medical emergency, the Medical and Health Program may authorize issuance of Form DS-3067, Authorization for Medical Services for Employees and/or Dependents, to secure admission to a hospital located abroad for the uninsured contractor or eligible family member. In that case, the contractor will be required to reimburse USAID in full for funds advanced by USAID pursuant to the issuance of the authorization. The contractor may reimburse USAID directly or USAID may offset the cost from the contractor's invoice payments under this contract, any other contract the individual has with the U.S. Government, or through any other available debt collection mechanism.  (g) When USAID pays medical expenses (e.g., pursuant to Form DS-3067, Authorization for Medical Services for Employees and/or Dependents), repayment must be made to USAID either by insurance payment or directly by the contractor, except for the amount of such expenses USAID is obligated to pay under this provision. The Contracting Officer will determine the repayment amount in accordance with the terms of this provision and the policies and procedures for employees contained in 16 FAM 521. When USAID pays the medical expenses, including medical travel costs (see section (e) above), of an individual (either the contractor or an eligible family member) who is covered by insurance, that individual promptly must claim his or her benefits under any applicable insurance policy or policies. As soon as the individual receives the insurance payment, the contractor must reimburse USAID for the full amount that USAID paid on the individual's behalf or the repayment amount determined by the Contracting Officer in accordance with this paragraph, whichever is less. If an individual is not covered by insurance, the contractor must reimburse USAID for the entire amount of all medical expenses and any travel costs the contractor receives from his/her medevac provider.  (h) In the event that the contractor or eligible family member fails to recover insurance payments or transfer the amount of such payments to USAID within 90 days, USAID will take appropriate action to collect the payments due, unless such failure is for reasons beyond the control of the USPSC/dependent.  (i) Before departing post or terminating the contract, the contractor must settle all medical expense and medical travel costs. If the contractor is insured, he or she must provide proof to the Contracting Officer that those insurance claims have been submitted to the insurance carrier(s) and sign a repayment agreement to repay to USAID any amounts paid by the insurance carrier(s).    ATTACHMENT 2  FAR 52.222-50 COMBATING TRAFFICKING IN PERSONS (FEB 2009).  (a) Definitions. As used in this clause- "Coercion" means- (1) Threats of serious harm to or physical restraint against any person; (2) Any scheme, plan, or pattern intended to cause a person to believe that failure to perform an act would result in serious harm to or physical restraint against any person; or (3) The abuse or threatened abuse of the legal process.  "Commercial sex act" means any sex act on account of which anything of value is given to or received by any person.  "Debt bondage" means the status or condition of a debtor arising from a pledge by the debtor of his or her personal services or of those of a person under his or her control as a security for debt, if the value of those services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of those services are not respectively limited and defined.  "Employee" means an employee of the Contractor directly engaged in the performance of work under the contract who has other than a minimal impact or involvement in contract performance.  "Forced Labor" means knowingly providing or obtaining the labor or services of a person- (1) By threats of serious harm to, or physical restraint against, that person or another person; (2) By means of any scheme, plan, or pattern intended to cause the person to believe that, if the person did not perform such labor or services, that person or another person would suffer serious harm or physical restraint; or (3) By means of the abuse or threatened abuse of law or the legal process.  "Involuntary servitude" includes a condition of servitude induced by means of- (1) Any scheme, plan, or pattern intended to cause a person to believe that, if the person did not enter into or continue in such conditions, that person or another person would suffer serious harm or physical restraint; or (2) The abuse or threatened abuse of the legal process.  "Severe forms of trafficking in persons" means- (1) Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or (2) The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.  "Sex trafficking" means the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act.  (b) Policy. The United States Government has adopted a zero tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not- (1) Engage in severe forms of trafficking in persons during the period of performance of the contract; (2) Procure commercial sex acts during the period of performance of the contract; or (3) Use forced labor in the performance of the contract.  (c) Contractor requirements. The Contractor shall- (1) Notify its employees of- (i) The United States Government's zero tolerance policy described in paragraph (b) of this clause; and (ii) The actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment; and (2) Take appropriate action, up to and including termination, against employees or subcontractors that violate the policy in paragraph (b) of this clause.  (d) Notification. The Contractor shall inform the Contracting Officer immediately of- (1) Any information it receives from any source (including host country law enforcement) that alleges a Contractor employee, subcontractor, or subcontractor employee has engaged in conduct that violates this policy; and (2) Any actions taken against Contractor employees, subcontractors, or subcontractor employees pursuant to this clause.  (e) Remedies. In addition to other remedies available to the Government, the Contractor's failure to comply with the requirements of paragraphs (c), (d), or (f) of this clause may result in- (1) Requiring the Contractor to remove a Contractor employee or employees from the performance of the contract; (2) Requiring the Contractor to terminate a subcontract; (3) Suspension of contract payments; (4) Loss of award fee, consistent with the award fee plan, for the performance period in which the Government determined Contractor non-compliance; (5) Termination of the contract for default or cause, in accordance with the termination clause of this contract; or (6) Suspension or debarment.  (f) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph (f), in all subcontracts.  (g) Mitigating Factor. The Contracting Officer may consider whether the Contractor had a Trafficking in Persons awareness program at the time of the violation as a mitigating factor when determining remedies. Additional information about Trafficking in Persons and examples of awareness programs can be found at the website for the Department of State's Office to Monitor and Combat Trafficking in Persons at <http://www.state.gov/g/tip.>br />  Please consult the list of document viewers if you cannot open a file. <https://www.fbo.gov/utils/tips?tip=viewers>br /> Contracting Office Address:  1300 Pennsylvania Avenue, NW Room 7.10-006 Washington, District of Columbia 20523  United States  Place of Performance:  Overseas United States  Primary Point of Contact.:  Travis Axton raxton@usaid.gov Phone: 2027066115  Hyperlinks to Related Project Dossiers:  Solicitation Type: Other (Draft RFPs/RFIs, Responses to Questions, etc..)  Democracy\_Officer\_-\_Generalist\_Solicitation\_Final.pd... (225.49 Kb) Download/View Democracy\_Officer\_-\_Generalist\_Solicitation\_Final.pdf <https://www.fbo.gov/utils/view?id=0b1b743af2c05abe6665a113bcc293e0> |

**Industrial Hazardous Waste Management Strategy for Kazakhstan**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Industrial Hazardous Waste Management Strategy for Kazakhstan** |
| **Reference** | WB6644-12/13 |
| **Financing Ref.** | 1128816 |
| **Procurement type** | Services |
| **Funding agency** | World Bank |
| **Countries** | Kazakhstan |
| **Deadline** | **19 December 2013** |
| **Sectors** | **ENVIRONMENT:**   - Policy & Strategy (incl. Sustainability)   - Waste / Toxic / Hazardous / Solid / Clean Technologies / Processing **TRADE & INDUSTRY:**   - Industry / Industrial Products **LAW:**   - Environmental / Energy Law |

**Project description**

|  |
| --- |
| e-Consult: Industrial Hazardous Waste Management Strategy for Kazakhstan    NOTICE:  Assignment Description The scope of work presented below, as part of this Terms of Reference, is until June 30, 2014. The study's objective is based on the following six areas, a study tour and a final report: 1. Inventory and classification of industrial hazardous waste production data (quantities, types in accordance with EU waste classification) from major industries in Kazakhstan; including verification of some major industrial hazardous waste streams; 2. Identification of options for prevention, recycling, reuse, and treatment/ disposal options based on internationally-common and well-established (financially- and technically-feasible) approaches and also in line with international Best Available Techniques. In addition, this task foresees a basic market analysis of green technologies available for major industrial hazardous waste streams in Kazakhstan; 3. Preparation of an industrial hazardous waste forecast and inventory of available disposal options in Kazakhstan as well as current payments made by industries for storage, transport and disposal of industrial hazardous waste; 4. Institutional and legal analysis of industrial hazardous waste management in Kazakhstan, including analysis of existing and required legal framework for operating and managing hazardous waste disposal/ treatment/ incineration infrastructure as well as licensing requirements and possible legal bottlenecks for transport of industrial hazardous waste; 5. Overview of typical costs associated with these options as well as the main environmental and financial benefits in terms of resource efficiency; and typical treatment/ disposal tariffs required for major hazardous waste streams to stimulate appropriate prevention/ recycling/ treatment and disposal; 6. Identification of options to establish an industrial hazardous waste registry and monitoring program; 7. Organize a study tour to a country demonstrating best international practice in industrial hazardous waste management; 8. A final report based on recommendations of each focal area above with a Sector Reform Plan for the short, medium and long term and an Industrial Hazardous Waste Management Strategy. This assignment will be until June 30, 2014. Deliverables include: An interim Policy Note regarding the classification of industrial hazardous waste streams, suitable treatment options and international benchmarking of treatment tariffs (Tasks 1-5) by April 15, 2014 Study Tour Report by May 30, 2014 Draft Final Report by May 30, 2014 Final Report by June 10, 2014 This assignment will be undertaken by a team of international and local experts made available by the Consultant. Shortlisted firms will be expected to liaise during proposal preparation with Kazakh waste/ legal experts with experience/ knowledge of Kazakh standards, regulations and rules on industrial hazardous waste classification, management and treatment. Key staff requirements for proposal preparation will likely be the following: Key expert 1: Team Leader, Industrial Hazardous Waste Management Specialist Key expert 2: Waste Management Specialist Key expert 3: Waste Incineration and Treatment Specialist Key expert 4: Environmental Policy and Legislation Specialist Key expert 5: Senior Financial/Economic Expert It is not yet required to have the full team of experts for the Expression of Interest as selection will be based on the qualifications as presented below. Qualification Criteria: 1. The consulting company or consortium must cover the following fields of expertise and experience: Comprehensive Hazardous Waste Management Sector Planning, including technical, legal, institutional, financial and operational arrangements and design and performance monitoring (classification, separation, transport, recovery and disposal/ treatment/ recycling/ incineration). \* 2. Experience with good international practices with industrial hazardous waste in key industrial sectors, industrial hazardous waste classification in line with EU Directives and widely-applied and well-proven prevention/ treatment/ recycling/ incineration options. \* 3. Experience with the development of national hazardous waste plans/ strategies. \* 4. undefined 5. undefined \* - Mandatory  Electronic Submissions through World Bank Group eConsultant2 <https://wbgeconsult2.worldbank.org/wbgec/index.html>br />Assignment Title: 1128816  This is an announcement from the World Bank's e-Consultant2 system. Please refer to <https://wbgeconsult2.worldbank.org/wbgec/index.html> for the official announcement as well as for any updates. |

**Belgium-Brussels: Multiple framework service contract for the provision of services in the field of audits of external aid actions, financed by the European Commission from the European Development Fund (EDF) and the general budget of the European Union**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Belgium-Brussels: Multiple framework service contract for the provision of services in the field of audits of external aid actions, financed by the European Commission from the European Development Fund (EDF) and the general budget of the European Union** |
| **Status** | **Update** [See original posting](http://www.assortis.com/en/members/bsc_view.asp?id=278024&DataType=busop) |
| **Reference** | EuropeAid/134948/C/SER/Multi (ECZ94775-Commission) |
| **Financing Ref.** | 2013/S 192-330430; 2013/S 227-394345 |
| **Procurement type** | Services |
| **Funding agency** | European Commission |
| **Countries** | Afghanistan, Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Armenia, Aruba, Austria, Azerbaijan, Bahamas, Bangladesh, Barbados, Belarus, Belgium, Belize, Benin, Bhutan, Bolivia, Bosnia and Herzegovina, Botswana, Brazil, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Central African Republic, Chad, Chile, China, Colombia, Comoros, Congo (Brazaville), Congo, Democratic Republic of the, Costa Rica, Croatia, Cuba, Cyprus, Czech Republic, Denmark, Djibouti, Dominica, Dominican Republic, East Timor, Ecuador, Egypt, El Salvador, Equatorial Guinea, Eritrea, Estonia, Ethiopia, Fiji, Finland, France, French Polynesia, Gabon, Gambia, The, Georgia, Germany, Ghana, Greece, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, Hungary, India, Indonesia, Iraq, Ireland, Israel, Italy, Ivory Coast, Jamaica, Jordan, Kazakhstan, Kenya, Kiribati, Korea, North, Korea, South, Kyrgyz Republic, Laos, Latvia, Lebanon, Lesotho, Liberia, Lithuania, Luxembourg, Macedonia, Madagascar, Malawi, Malaysia, Maldives, Mali, Malta, Mauritania, Mauritius, Mexico, Moldova, Mongolia, Montenegro, Morocco, Mozambique, Myanmar, Namibia, Nepal, Netherlands, Netherlands Antilles, Nicaragua, Niger, Nigeria, Oman, Pakistan, Palau, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Poland, Portugal, Romania, Russian Federation, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, Sao Tome and Principe, Saudi Arabia, Senegal, Serbia, Seychelles, Sierra Leone, Singapore, Slovakia, Slovenia, Solomon Islands, Somalia, South Africa, Spain, Sri Lanka, Sudan, Suriname, Swaziland, Sweden, Syria, Tajikistan, Tanzania, Thailand, Togo, Tonga, Trinidad and Tobago, Tunisia, Turkey, Turkmenistan, Tuvalu, Uganda, Ukraine, United Kingdom, Uruguay, Uzbekistan, Vanuatu, Venezuela, Vietnam, Yemen, Republic of , Zambia, Zimbabwe |
| **Deadline** | **6 January 2014** |
| **Sectors** | **FINANCE & BANKING:**   - Audit / Accountancy / Due Diligence / Inventory **COMMUNICATION / PUBLIC RELATIONS / INFORMATION SERVICES:**   - Conferences / Events / Seminars / Training |
| **Lots** | **LOT 1.** financial and systems audits and institutional compliance assessments  **LOT 2.** other audit-related engagements, verifications and other audits  **LOT 3.** Audit training |

**Project description**

|  |
| --- |
| Multiple Framework Contract for the provision of services in the field of audits of external aid actions financed by the European Commission from the European Development Fund (EDF) and the General Budget of the European Union (EU Budget) 2013/S 192-330430 EuropeAid/134948/C/SER/Multi/ Deadline for requests for clarification Taking into account the end of year holidays of the Commission, requests for additional information or clarification must be submitted by 17 December 2013 at the latest. The Commission will not answer any further requests received after that date.  Hyperlinks to Related Project Dossiers:  Clarification n° 3 5/12/2013  <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1386312873383&do=publi.getDoc&documentId=137273&pubID=134948>   Deadline for requests for clarification 5/12/2013 <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1386312873383&do=publi.getDoc&documentId=137274&pubID=134948> |

**Batken Water Sub-Project - Initial Corporate Development Programme**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Batken Water Sub-Project - Initial Corporate Development Programme** |
| **Reference** | EBRDZ97317 |
| **Financing Ref.** | 41791 |
| **Procurement type** | Services |
| **Funding agency** | European Bank for Reconstruction and Development, Swedish International Development Authority |
| **Countries** | Kyrgyz Republic |
| **Deadline** | **10 January 2014** |
| **Sectors** | **ENVIRONMENT:**   - Waste / Toxic / Hazardous / Solid / Clean Technologies / Processing **FINANCE & BANKING:**   - Risk / Sensitivity / Market analysis / Forecasting / Models / Projection **URBAN DEVELOPMENT:**   - Water / Drainage / Irrigation / Flood / Well / Hydrology   - Public utilities |

**Project description**

|  |
| --- |
| Procurement ref: 41791  Country: Kyrgyz Republic  Sector: Municipal and environmental infrastructure  Project number:  Funding sources: Swedish International Development Cooperation Agency (Sida)  Access eSelection  Contract type: Consultancy Services  Notice type: Invitations for expressions of interest (CSU)  Issue date: 05 Dec 2013  Closing date: 10 Jan 2014 London  .Batken Water Sub-Project - Initial Corporate Development Programme Assignment Description: In April 2011, the European Bank for Reconstruction and Development (the "EBRD" or the "Bank") approved the Kyrgyz Republic Water and Wastewater Framework (the ?Framework?). The initial sub-projects under the Framework, the Osh and Jalalabad Water and Wastewater sub-projects were signed in May 2011. Subsequently, the Karabalta Water sub-project was signed in August 2012, the Kant Water sub-project was signed in May 2013, and the Talas Water sub-project is pending signing within 2013.  In early 2013, the City of Batken ("Batken" or the "City") approached the Bank with a request to finance the rehabilitation of the water supply and selected wastewater improvements in the City (the "Sub-Project"). This would be the sixth sub-project under the Framework. Water supply operations and wastewater collection in the Kyrgyz Republic are characterised by severely deteriorated assets; very limited wastewater treatment; high operations and maintenance costs due to the deteriorated state of the assets; low institutional capacity to manage operationally and financially a sustainable water service and unreliable service supply, sometimes for only 2 hours every second day. This infrequent supply means families store water in bathtubs and buckets when supply is available leading to outbreaks of water borne diseases, especially during summer.   The Sub-Project will finance a Priority Investment Programme (PIP) to be developed by the consultant engaged on this assignment (the "Consultant"). The Sub-Project will be implemented by a company (the ?Company?) created by a merger of the existing three utilities: Batken Vodokanal, as the main entity providing potable water in the City; Batken Communal Utility, mainly responsible for solid waste management and street lighting but provides water supply services to multi-story buildings; and Batken Wastewater Utility, which provides wastewater services. The City would sign a Project Support Agreement with the Bank undertaking to: (1) ensure that municipal enterprises make timely payments to the Company, (2) support tariff increases within affordability limits to achieve cost recovery of the water supply operations over time; and, (3) provide operational subsidies as required for the Company to meet financial covenants in the loan documentation.  In addition to the capital investments, post-signing TCs would cover improved billing and collection efficiency, improve financial and operational management and implement cost recovery tariffs within affordability limits, as well as monitor inclusion impact benefits throughout the project delivery. It is acknowledged that the pre- Sub-Project situation is precarious in Batken. Particularly the current institutional and financial reporting capacity is weak. The Bank therefore requires the assistance of a consultant (the "Consultant") to work with the Utilities to form the new Company and to ensure that the institutional structure and financial situation is viable as a counterpart for the Bank.  In light of the situation in Batken, the Bank requires that the counterpart for the Sub-Project is strengthened. The new Company?s institutional set up need to be well designed and the financial projections improved in advance of loan signing, to ensure that the implementation of the Sub-Project is successful.   The Bank requires that the Consultant meets the following 2 objectives:  1. Institutional analysis and recommendation, including: - organisational and institutional review;  - provide recommendations as to the structure and its organisation required to improve both the technical and financial situation of water supply and wastewater services in Batken; - review all economic, technical, financial, and legal aspects to consider the possibility of the regionalisation of water supply and wastewater operations for the entire population, or as large part thereof as possible, in Batken and their outlying districts.   2. Financial analysis and projections:  - make a detailed analysis of the past financial performance of the Vodokanal, and grasp the financial situations of all the Utilities to the maximum extent possible in order to conduct the financial projection of the Company to be established; - assess whether the Company will have the financial capacity to fully support its operations and to finance the Project and to comment on the financial viability of the Project as well as required financial support from the City; - develop a revised tariff setting methodology based on metered consumption and establish at which levels tariffs would cover debt service, operation and maintenance costs (and possibly also depreciation of the capital costs) while remaining affordable to users of water and wastewater services without causing a socially or politically unacceptable financial strain to the households.  Assignment Start Date and Duration: The assignment is expected to start in early 2014 and last for 4 months.   Maximum Budget Available for the Assignment: EUR 120,000; exclusive of VAT.  The consultant must determine whether any VAT would be chargeable on the services and the basis for that determination, without taking into consideration the Bank's special status as an IFI and state this to the Bank in their response to the Invitation for Expressions of Interest. To the extent that a consultant incurs input VAT on goods and services purchased in connection with the provision of services (e.g. VAT on airline ticket) which is not otherwise recoverable by the consultant from the local tax authority, the gross cost to the consultant of such expenses shall be treated as a reimbursable expense.  Funding Source: SIDA-EBRD Municipal Environment Investment Technical Cooperation Fund for the Early Transition Countries (SWET)   Eligibility: There are no eligibility restrictions.   Consultant Profile: Corporate services are required. The Consultant will be a firm or a group of firms and should ensure that the appropriately qualified experts are available, as required, for each of the different tasks outlined above. It is expected that the assignment will be led by an appropriately qualified project manager with experience in the water sector and in implementing the key areas of this assignment, accompanied by both key and supporting experts. It is expected that short time input by key international experts be combined with local/regional expert input. The local/regional experts would secure presence in the field and continuity.  It is therefore anticipated that the Consultant's team shall include inter alia the following expertise with short-term support as required in other disciplines:   Project Manager/Public Institution Reform Experts; International and Local Finance Experts; Local Legal Experts; and Regulatory/Water Sector Experts.  It is recommended that a part of the consultancy input will be carried out by local experts.  Status: Interested firms or groups of firms are hereby invited to submit expressions of interest.  In order to determine the capability and experience of consulting firms seeking to be shortlisted, the information submitted should include the following:  (a) brief overview of the firm/group of firms including company profile, organization and staffing; (b) details of similar experience of firm or group of firms and related assignments undertaken in the previous five years, including information on contract value, contracting entity/client, project location/country, duration (mm/yy to mm/yy), expert months provided, assignment budget, percentage carried out by the Consultant in case of association of firms or subcontracting, main activities, objectives; (c) CVs of key experts who could carry out the assignment detailing qualifications, experience in similar assignments, particularly assignments undertaken in the previous five years, including information on contracting entity/client, project location/country, duration (mm/yy to mm/yy), expert months provided, assignment budget, main activities, objectives;  The above information should not exceed 25 pages excluding CVs.  Expressions of interest shall be submitted, in English, electronically through e-Selection, to reach the Bank not later than 10 January 2014 at 23:59 hrs. (London time). Do not send expressions of interest to the EBRD contact person.   EBRD contact person: Marina Matushina  Advisor Technical Cooperation  European Bank for Reconstruction and Development One Exchange Square London EC2A 2JN  Tel: + 44 20 7338 6577, Fax: +44 20 7338 7451 E-mail: MatushiM@ebrd.com  The expression of interest must be accompanied by a completed Declaration and the Contact Sheet, the templates for which are available from the following web-link: <http://www.ebrd.com/pages/workingwithus/procurement/notices/csu/contact_sheet.doc>  Note: Selection and contracting will normally be made from responses to this notification. The Consultant will be selected from a shortlist, subject to availability of funding. |

**Kyrgyz Republic: Batken Water Sub-Project - Feasibility Study**

**Project details**

|  |  |
| --- | --- |
| **Project title** | **Kyrgyz Republic: Batken Water Sub-Project - Feasibility Study** |
| **Reference** | EBRDZ97318 |
| **Financing Ref.** | 41617 |
| **Procurement type** | Services |
| **Funding agency** | European Bank for Reconstruction and Development, Swedish International Development Authority |
| **Countries** | Kyrgyz Republic |
| **Deadline** | **13 January 2014** |
| **Sectors** | **ENVIRONMENT:**   - Surveys / Impact Assessment   - Waste / Toxic / Hazardous / Solid / Clean Technologies / Processing **PROGRAMME & RESOURCE MANAGEMENT:**   - Country Programming / Programme Development   - Cost / Benefits Analysis / Project Budgeting   - Identification / Needs Analysis / Formulation / Feasibility Study **URBAN DEVELOPMENT:**   - Water / Drainage / Irrigation / Flood / Well / Hydrology |

**Project description**

|  |
| --- |
| Procurement ref: 41617  Country: Kyrgyz Republic  Sector: Municipal and environmental infrastructure, Water and Sewage  Project number:  Funding sources: SIDA-EBRD Municipal Environment and Climate Programme Fund  Access eSelection  Contract type: Consultancy Services  Notice type: Invitations for expressions of interest (CSU)  Issue date: 05 Dec 2013  Closing date: 13 Jan 2014 London  .Kyrgyz Republic: Batken Water Sub-Project - Feasibility Study Assignment Description: Water supply operations and wastewater collection in the Kyrgyz Republic are characterised by severely deteriorated assets; very limited wastewater treatment; high operations and maintenance costs due to the deteriorated state of the assets; low institutional capacity to manage operationally and financially a sustainable water service and unreliable service supply, sometimes for only 2 hours every second day. This infrequent supply means families store water in bathtubs and buckets when supply is available leading to outbreaks of water borne diseases, especially during summer.  In order to improve the situation, in the early 2013, the City of Batken (Batken or the City) approached the European Bank for Reconstruction and Development (EBRD or the Bank) with a request to finance the rehabilitation of the water supply and selected wastewater improvements in the City (the Sub-Project) The Sub-Project will finance a Priority Investment Programme (PIP) to be developed by the consultant selected to undertake this assignment (the Consultant). It is currently envisaged that the Sub-Project will be implemented by a company (the Company) created by a merger of the existing three utilities: Batken Vodokanal, as the main entity providing potable water in the City; Batken Communal Utility, mainly responsible for solid waste management and street lighting but provides water supply services to multi-story buildings; and Batken Wastewater Utility, which provides wastewater services. The City is expected to sign a Project Support Agreement with the Bank undertaking to: (1) ensure that municipal enterprises make timely payments to the Company, (2) support tariff increases within affordability limits to achieve cost recovery of the water supply operations over time; and, (3) provide operational subsidies as required for the Company to meet financial covenants in the loan documentation.   In addition to the capital investments, post-signing technical assistance is expected to cover improved billing and collection efficiency, improve financial and operational management and implement cost recovery tariffs within affordability limits, as well as monitor inclusion impact benefits throughout the project delivery.  The overall objective of this Feasibility Study assignment is to assist the Bank with an assessment of the proposed Sub-Project by providing the following information: i. a baseline for assessing and monitoring potential inclusion impact in relation to increased number of water and waste water connections, improved frequency of water delivery, and improvements in water quality at household level; and related health and economic benefits; ii. key cost restructuring elements (e.g. labour restructuring, energy cost savings, maintenance per unit of output targets etc) and recommend reasonable loan covenants and implementation timing in this area;  iii. the possibilities for an affordable least-cost and cost effective bankable PIP for water and wastewater infrastructure - to rehabilitate and increase the efficiency of existing systems with strong social and environmental benefits and promoting climate resilience; and, iv. confirmation that the PIP fully meets EBRD?s Performance Requirements (PRs) More specifically, the Consultant shall undertake the following tasks to achieve the above objectives:  Task 1: Undertake a baseline study including an assessment of the current conditions of water and wastewater management; and the preparation of a technical, environmental, social, and operational audit on the separate 3 companies, current water supply and wastewater facilities and operations.   Task 2: Prepare a long-term investment programme which will outline an affordable, least cost strategic investment programme for the period 2014-2028, which addresses the priority needs of the municipal water and wastewater systems as identified in the baseline study.  Task 3: Prepare a priority investment programme (PIP) based on the long-term investment programme, but focussing on a detailed short-term PIP for immediate investments together with a draft procurement plan.  Task 4: Undertaken environmental and social due diligence including an environmental & social audit; an environmental and social action plan for mitigation of the E&S impacts of the Sub-Project, climate change adaptation needs as well as improving the current environmental and social management systems and operational performance towards compliance with the EBRD?s Performance Requirements; and, a Stakeholder Engagement Plan.  Assignment Duration: The assignment is expected to start in early 2014 and with an approximate duration of 6 months. Cost Estimate for the Assignment: EUR 280,000; exclusive of VAT.  The consultant must determine whether any VAT would be chargeable on the services and the basis for that determination, without taking into consideration the Bank's special status as an IFI and state this to the Bank in their response to the Invitation for Expressions of Interest. To the extent that a consultant incurs input VAT on goods and services purchased in connection with the provision of services (e.g. VAT on airline ticket) which is not otherwise recoverable by the consultant from the local tax authority, the gross cost to the consultant of such expenses shall be treated as a reimbursable expense. Funding Source: SIDA-EBRD Municipal Environment Investment Technical Cooperation Fund for the Early Transition Countries.  Eligibility: There are no eligibility restrictions.  Consultant Profile: Corporate services are required. The Consultant should ensure that the appropriately qualified experts are available, as required, for each of the different tasks outlined above. It is expected that the assignment will be led by an appropriately qualified team leader/water engineer, accompanied by both key and supporting experts. Based on the fields of expertise and the tasks mentioned above, it is proposed that the team of the Consultant should consist at least of the following expatriate and local experts: ? Project Manager/Team Leader with a university degree or equivalent qualification with a minimum of 15 years professional experience in the field of water supply, with comprehensive experience of similar assignments preferably in Eastern Europe or the CIS, and sanitation as well as in institutional and commercial management of water utilities. He/she should demonstrate management and administration experience, including experience with procedures of international financing institutions/agencies. The large number of different tasks and the complexity of administrational procedures require a permanent presence of the Project Manager in the country during the six months of intensive work on preparation of the Feasibility Study; ? Water and wastewater engineers ? Environmental impact assessment and planning experts with at least 5 years of experience in water and sanitation sector, preferably familiar with the EBRD?s environmental & social requirements in municipal infrastructure and other similar projects; ? Social impact assessment / RAP experts with recent track record in the region (minimum 3 years of work on similar assignments); and ? Expert for stakeholder engagement and public consultation with recent track record in the region. The Consultant should integrate local professional skills/cooperate with local consulting companies, in order to provide national experience. The Consultant shall engage Russian speaking staff on their team or arrange for translation/interpreting when necessary. All experts must be independent and free from conflicts of interest in the responsibilities accorded to them. It is recommended that a part of the consultancy input will be carried out by local sub-consultants.  Submission Requirements: Interested consultants are hereby invited to submit expressions of interest.  In order to determine the qualifications and competence of consulting firms seeking to be shortlisted, the information submitted should include the following:  - company profile, organisation and staffing;  - details of experience or similar assignments undertaken in the previous five years, including their locations; - CVs of staff who could be available to work on the assignment.  The above information should not exceed 25 pages excluding CVs. Expressions of Interest shall be submitted, in English, electronically through e-Selection, to reach the Bank not later than the closing date/time. Do not send expressions of interest to the EBRD's contact person. Not hard copies nor company's brochures/marketing materials are required. The expression of interest must be accompanied by a completed Contact Sheet, the template for which is available from the following web-link: <http://www.ebrd.com/pages/workingwithus/procurement/notices/csu/contact_sheet.doc>   EBRD Contact:  Yvonne Wilkinson  Principal Advisor, Technical Cooperation  EBRD Tel: + 44 20 7338 7123, Fax: +44 20 7338 7451 e-mail: WilkinsY@ebrd.com |