



REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

Country: Palestine - West Bank

Assignment Title: Design and Supervision for Citizen Service Centers (CSC) - West Bank

Reference Number: 2.1.4.C18

The Palestine Liberation Organization, for the benefit of the Palestinian National Authority (PNA), has received an initial financing of **EUR 130 Million** from the World Bank-International Development Association (IDA), PA, KFW, Denmark, SDC, VNG, GIZ and AFD towards the cost of the 3rd phase of the Municipal Development Program (MDPIII).

MDPIII is aligned with the PA's long-term strategy to consolidate and strengthen service delivery in the LG sector towards financially sustainable LGUs as specified in the MoLG's Sector Strategy 2017 – 2022.

MDP3 is at the center of a series of interlocking interventions by the multi donors in collaboration with the central government to strengthen the institutional development, accountability and financial sustainability of local governance and service delivery in Palestine.

MDP III is at the center of a series of interlocking interventions by the multi donors in collaboration with the central government to strengthen the institutional development, accountability and financial sustainability of local governance and service delivery in Palestine.

The Municipal Development and Lending Fund (MDLF) as the implanting agency for the project intends to use part of the grant for consulting services to hire a Consultancy Firm to conduct “**Design and Supervision for Citizen Service Centers (CSC) - West Bank**” assignment which will be conducted in selected municipalities in the West Bank.

The detailed Terms of Reference (TOR) for the assignment can be viewed at the website: www.MDLF.org.ps/TOR

The Municipal Development and Lending Fund now invites eligible consulting firms to indicate their interest in providing the Services. Interested consulting firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: **General firm's profile (Core business and years in business, qualifications in the field of the assignment, technical and managerial organization of the firm, general qualifications and number of key staff).**



Objective of the Assignments:

MDLF wishes to establish a citizen service center (CSC) for **17 municipalities** in the West bank which will house 2-4 employees for each municipality, a waiting area for public use, a manager room, an accountant room, an archiving room, handicapped toilets and entrance, as deemed necessary. The design shall be in harmony with the findings of the assessment carried out by the “**MDLF Consultants**” at the selected municipalities.

A Citizens Service Center (CSC) is as a central place through which requests for different customer services are received, processed (further routed to follow the appropriate administrative procedures within the professional bureau of the concerned department) and returned to the customer with a respective response.

The main objective of this assignment is to design, supervise the construction of several CSC in the West bank municipalities, and assist municipalities in preparing the physical place for CSC.

More specifically, the aims are to:

- Provide as built drawings of the existing municipal building.
- Provide proposed architectural, civil, mechanical and electrical designs (plans, sections & Bill of quantity) to the Citizens Service Center (CSC).
- Assist the municipalities in the preparation of bidding documents, the procurement process, and in contract & financial management.
- Daily monitoring and supervision of the construction sites.
- Report to MLDF on progress and obstacles.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016, setting forth the World Bank’s policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the selection based on **Least-Cost Selection (LCS)** method set out in the Procurement Regulations

Further information can be obtained at the address below during office hours 8:00 A.M. to 4:00 PM.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **11/08/2020**.

Mr. Mohammad Ramahi
Acting Director General

Address is: Al-Amal Tower, Mecca Street, Al-balou', Al-Bireh
Tel: 02- 2426610



صندوق تطوير وإقراض الهيئات المحلية
Municipal Development & Lending Fund



Fax: 02-2426617

Palestine

E-mail: CSCDesign@mdlf.org.ps