



CALL FOR PROPOSALS: Subcontracting for external expertise to create and develop partnerships between Ukrainian municipalities and local governments in the EU member states

Date of publication on the CEMR website:
17/02/2023
Deadline for submissions 03/03/2023, 17:00 (CET time)
To be sent to: application@ccre-cemr.org
Please mention “Application – Bridges of Trust”

TENDER SPECIFICATION

CEMR is publishing this tender on its website and will keep it online until 03 March 2023.

1. Background

The Council of European Municipalities and Regions (CEMR) has been promoting international municipal cooperation and building partnerships between local and regional governments for many decades. At the heart of this work has always been a strong conviction that links of exchange and cooperation between municipalities are a driving force in the growth and development of the communities and of Europe as a whole.

Since March 2021, CEMR and PLATFORMA, the pan-European coalition of towns, regions and their associations active in the international development cooperation, led by CEMR, have been implementing a [Bridges of Trust](#) project to create new partnerships between municipalities in Ukraine and in the EU member states. Following the devastating destruction of many Ukrainian municipalities it became clear that there is a need to increase local and regional cooperation between Ukraine and the EU in order to help Ukraine rebuild. CEMR and our members support this goal as we remember the important role peer-to-peer cooperation and twinning, played in the post-WWII reconstruction of Europe.

Therefore, starting on 1 November 2022 and lasting until 30 September 2023, 30 Ukrainian municipalities will receive support with the development of a partnership with a municipality in the EU. Bridges of Trust 2.0 is to be implemented in close partnership and coordination with the Association of Ukrainian Cities (AUC) and through the involvement of the Associations of local governments in the 10 European Union member states. Bridges of Trust is supported by the U-LEAD with Europe.

The project's primary goal is to help rebuild Ukraine through international municipal partnerships between Ukrainian and EU municipalities.

The work expected from the external service provider will fall under the following specific objectives:

- to increase the involvement of Ukrainian and EU municipalities in the international municipal cooperation for reconstruction of Ukraine;



- to strengthen capacities of Ukrainian local governments for international cooperation and European integration with the focus on EU's funding for reconstruction of Ukraine;
- Share inspiring stories of joint actions between EU and Ukrainian municipalities and their reconstruction;
- Support, in close cooperation with AUC, preparation for submission of 10 joint gender-sensitive project proposals, based on the delivered trainings, expertise provided by the contracted EU experts, and results of the analysis of the available funding opportunities.

2. Purpose of the contract

In order to achieve the abovementioned objectives, relevant tasks will be carried out by an external expert in the close cooperation with the Association of Ukrainian Cities, CEMR and U-Lead. The external expert will conduct the set of tasks specified in the description of the call for proposals with the aim of developing partnerships between municipalities in Ukraine and Italy, strengthening the capacities of LSG for international cooperation and preparing joint gender-sensitive project proposals.

The main outcome of this contract is:

1. To build partnerships between Ukrainian and Italian municipalities, increase their capacities to international cooperation and analyse the funding opportunities on the national, regional and local level in Italy;
2. To facilitate the experience exchanges between Ukrainian and Italian peers, through study visits, meetings and preparation of joint project proposals;
3. To support and promote the visibility of the project and the activities performed in the framework of the partnerships between Ukrainian and Italian municipalities.

3. Tasks to be implemented by the Contractor and the deliverables

- 1 list with 3 identified Italian municipalities (up to 50,000 inhabitants) is provided to AUC and CEMR for approval;
- The list of Italian municipalities matched with Ukrainian municipalities is submitted to CEMR in cooperation with AUC;
- 1 online Forum of Solidarity organized in cooperation with CEMR, AUC and U-Lead with Europe programme;
- 3 study visits of representatives of Ukrainian municipalities to their partners municipalities in Italy and vice versa are organized in cooperation with AUC and CEMR;
- 2-page document in EN and 2-page document in IT are prepared with the analysis of national funding programmes that support municipal cooperation with Ukraine and reconstruction of the country;
- 1 online info session is organized where the available national funding opportunities are presented to the partner municipalities and the attendees;
- At least 1 gender-sensitive project proposal is prepared and ready for submission (the content and topic of the project will be defined by the partner municipalities);
- 1-page document with the list of recommendations on how to improve partnership building and actions to take to better support joint activities between Ukrainian local governments and municipalities in Italy;
- Interim reports on the implemented activities and deliverables are submitted on the 25th of April, 25th of July and the final report is submitted on the 30th of September.

The CEMR project team working on the implementation of the Bridges of Trust project and CEMR Director for External Resources and Knowledge Strategy will oversee and assist the contractor in delivering the tasks of this contract.

Expertise required

The contractor will need to demonstrate the following expertise:

- Previous experience of work implementing international cooperation projects, programs and/or activities;
- Experience of working with representatives of local governments in Ukraine and Italy, developing and implementing projects on the municipal level, in organization of experience exchanges and/or study trips;
- Capacity to build partnerships on the municipal and/or regional levels, work in a multilingual setting, facilitate the international cooperation, organize events and work in a multilingual setting;
- Experience in working with associations of local and regional governments, city networks and any other relevant organisation.
- Experience of working with strict deadline and multiple project partners, preparing reports and analytical materials;
- Previous experience with U-Lead with Europe program and/or GIZ is a plus.

Applicants are asked to send a **CV, 1-page description on how the tasks would be implemented** that will show the fulfilling of the abovementioned criteria and a timeline of the above activities.

Timetable

All the activities are to be implemented in strict respect to the timetable provided in the Annex 1. The last deliverables are to be implemented by 30 September 2023.

Price

The maximum funding for this work is EUR 15,619 (VAT excluded).

Selection criteria:

The contractor(s) will be selected on the basis of the clear evidence they provide of how they meet the criteria listed under expertise required (above) within the foreseen budget.

Award criteria

The contract will be awarded on the basis of the contractor that submits the bid demonstrating the best value for money taking into account all the selection criteria. Bidders failing to fulfill at least 2 out of 4 criteria will be excluded from the evaluation process.

The 2 most successful applicants will be invited to sit an oral interview after the expiration of the deadline.

Content and presentation of the bids

The bids should set out clearly under specific headings showing how the contractor meets each of the six selection criteria. The bids should be submitted to CEMR by 03 March 2023, 17:00 (CET time).

For questions related to the application, you can contact olga.ivanova@ccre-cemr.org until 24 February 2023

Annex 1

Bridges of Trust 2.0		2023						
Project timeline		Mar	Apr	May	Jun	Jul	Aug	Sep
No.	Task							
1	1 online Forum of Solidarity organized in cooperation with CEMR, AUC and U-Lead with Europe programme							
2	1 list with 3 identified Italian municipalities (up to 50,000 inhabitants) is provided to AUC and CEMR for approval							
3	The list of Italian municipalities matched with Ukrainian municipalities is submitted to CEMR in cooperation with AUC							
4	3 study visits of representatives of Ukrainian municipalities to their partners municipalities in Italy are organized							
5	2-page document in EN and 2-page document in IT are prepared with the analysis of national funding programmes that support municipal cooperation with Ukraine and reconstruction of the country							
6	1 online info session is organized where the available national funding opportunities are presented to the partner municipalities and the attendees							
7	At least 1 gender-sensitive project proposal is prepared and ready for submission (the content and topic of the project will be defined by the partner municipalities)							
8	1-page document with the list of recommendations on how to improve partnership building and actions to take to better support joint activities between Ukrainian local governments and municipalities in Italy							
9	Reporting		First interim			Second interim		Final