

ANNEX 1

Project title: EU4ITD - Catalysing Economic and Social Life in PIRDP Regions

Project number/cost centre:
19.2204.6-013.00/3900

Country: Georgia

Transaction number:

Services specified in the tender: Support to MRDI re. monitoring PIRDP and preparing the ITDP

1 BACKGROUND

Georgia's [Pilot Integrated Regional Development Programme \(PIRDP\)](#) is a national initiative that addresses the social and economic territorial imbalance between the capital, Tbilisi, (and to a lesser extent Batumi), and the rest of the country. Targeting the 4 regions of Guria, Imereti, Kakheti, and Racha, Lechkhumi and Kvemo Svaneti, it is supported by the EU under its 2019 programme "[EU4 Integrated Territorial Development](#)" (**EU4ITD**) to the tune of 54 MEUR. Of this amount, 40 MEUR in budget support, together with 10 MEUR from the national budget, is being channelled to **1**) municipal investment projects via the [Ministry for Regional Development and Infrastructure \(MRDI\)](#) and, to a lesser extent, **2**) individual entrepreneurs and micro-/small-enterprises via [Enterprise Georgia](#) and the [Georgian Innovation and Technology Agency \(GITA\)](#), both under the Ministry of Economy and Sustainable Development), as well as the [Rural Development Agency \(RDA\)](#) under the Ministry of Environmental Protection and Agriculture. In addition to these projects, EU4ITD also funds a number of complementary measures, including a grant scheme for municipalities (2.5 MEUR), technical assistance (2.25 MEUR), and two Contribution Agreements,¹ the first with UNDP (2 MEUR, "EU4ITD: Advancing decentralized, effective, and inclusive governance in Georgia"), and the second with GIZ (outlined in the next paragraph). In addition to the above, it is planned that there will be a successor programme to PIRDP – since this would no longer be a pilot, it would cover more regions and should have a higher budget; again, it would mostly be financed from EU sources. The provisional name given to this new initiative is the Integrated Territorial Development Programme (**ITDP**).

"**EU4ITD - Catalysing Economic and Social Life in PIRDP Regions**" (CESL) is implemented under the wider GIZ regional programme "[Good Governance for Local Development South Caucasus](#)" and has a total budget of 7.5 MEUR (6.5 from the EU and 1 from the German government); it runs from 28 January 2022 to 27 September 2025. It addresses on one hand municipalities (financing of urban renewal, tourism development, and economic activation/income generation projects), and on the other individual entrepreneurs and micro-enterprises (to stimulate income generation and economically activate "hard-to-reach" target groups). Interventions are limited to the 4 PIRDP regions, while they should, in principle, also be "integrated" in nature.² Given the project's scope, stakeholders are varied and numerous at both central, regional, and local level; of particular note are the MRDI (the ministry responsible for the PIRDP and therefore the project team's prime interlocutor), the Governor's Offices in each of the 4 regions, and the 27 constituent municipalities. The implementing team's front office comprises 5 staff based in Tbilisi, 2 in Kutaisi (covering Guria, Imereti, and Racha) and 1 in Telavi (for Kakheti).

¹ Under Contribution Agreements, the EU entrusts project implementation to international or Member State organisations which it has assessed as fulfilling criteria related to managing of public finances.

² e.g. an initiative concerning urban renewal should be "place-based" (i.e. sensitive to the needs of a particular location) and multi-sectoral, involve different stakeholder groups (e.g. local administration, CSOs, businesses), combine hard and soft measures, and, ideally, bring together different levels of government

In addition to the above, CESL has a small **capacity building component**, under which it may support the capacity of its partners and target groups (including MRDI)

2 RATIONALE

MRDI, as CESL's key partner, is currently (summer 2023) in a position where it needs to ensure assessment of the PIRDP and developing the ITDP; though the technical assistance under the EU's financial envelope is due to commence from September, it will only be fully operational by the end of the year (which is too late for MRDI's purposes). It is therefore desirable that the gap is bridged by short term technical assistance procured by CESL.

3 OBJECTIVES OF THE ASSIGNMENT

Support the MRDI with regard to:

- Assessing the PIRDP;
- Developing the ITDP.

4 ACTIVITIES, OUTPUTS, INDICATIVE TIMELINE

Activities of the external expert contracted shall include:

1. Supporting MRDI with regard to monitoring PIRDP implementation and results, and related reporting
2. Supporting MRDI with the development of the ITDP and drafting the programme document (including review of forecast results and indicators)
3. Drafting recommendations for MRDI on the basis of work performed during the assignment (e.g. on programme development or implementation, or on the monitoring system)
4. Supporting MRDI with the development of regional policy document, and related reporting
5. Brief monthly report (at the beginning of each month) on activities performed in the previous month.

Outputs:

- Outputs related to activities 1 and 2 will be defined during by MRDI staff during the performance of the assignment.
- The output corresponding to activity 3 will be a stand-alone document prepared in Georgian and submitted to MRDI staff
- The outputs corresponding to activity 4 (monthly reports) will be drafted in English and submitted to CESL's contact person (see section 8 below).

The expert will be remunerated quarterly on the basis of days worked (as evidenced by monthly timesheets) and the monthly reports indicated above.

Timeline: The timing of performance of the individual activities shall fall within the duration of the assignment (see section 5 below). Input per month shall be agreed bi-laterally between the expert and MRDI staff.

5 DURATION AND LOCATION OF THE ASSIGNMENT

The anticipated duration of the assignment is 21 August 2023 to 29 February 2024, though the final start/end dates will be set in the contract itself.

The location of the performance of almost all activities will either be the contracted expert's home-base or office space provided by MRDI. A limited amount of travel is foreseen in-country, and allowances are foreseen as indicated in Section 7 below; travel arrangements will, however, be ensured by MRDI.

6 REQUIRED EXPERTISE

General qualifications – education. (1.1.1.)	<ul style="list-style-type: none"> Bachelor's degree (or higher) in any field relevant to the contract
General qualifications – professional experience (1.1.1)	<ul style="list-style-type: none"> 5 years' experience with the generation and/or development and/or implementation and/or monitoring of publicly funded or public interest investment projects 2 years' experience in providing advice to/consulting public sector bodies concerning local and/or regional development issues
Experience in region/ knowledge of the country (1.1.2)	<ul style="list-style-type: none"> 5 years' experience working in or for local-level or regional-level public administration in Georgia
Languages (1.1.3)	<ul style="list-style-type: none"> Proficient user of English, with the level of C1 according to the CEFR Proficient user of Georgian, with the level of C1 according to the CEFR

Note: The numbers in parentheses correspond to the lines of the technical assessment grid

7 REQUIRED INPUTS

Fee days	# experts	# days/expert	comments
Preparation/debriefing	N/A	N/A	
Implementation	1	60	
Travel expenses	# experts	# days/expert	comments
Per-diem allowance in country of assignment	1	11	
Overnight allowance in country of assignment	1	10	
Travel costs (train, private vehicle)	N/A	N/A	Will be provided partner ministry
Flights	# experts	# flights/expert	comments
International flights	N/A	N/A	
Domestic flights	N/A	N/A	

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.

8 LIAISON WITH CESL AND PROJECT STAKEHOLDERS

The expert contracted shall ensure regular liaison with the CESL team as necessary/appropriate; the relevant contact person is akaki.rukhadze@giz.de. Communication with MRDI should, in principle, be direct, with the GIZ contact person copied as relevant.

9 OTHER PROVISIONS

9.1. Income tax and pension contributions (only in the case that the contract for services is signed with an individual rather than a company): The cost of services agreed within the contract shall include income tax and cumulative pension contributions (employer's contribution as well as payment to be made on behalf of the contractor) envisaged by the legislation of Georgia. Income tax and pension contributions will be transferred directly to the respective agencies and not disbursed to the contractor.

10 REQUIREMENTS ON THE FORMAT OF THE TENDER

Tenderer shall submit following documentation:

- Curriculum Vitae (CV) in English
- Price Offer - Please calculate your financial tender based exactly on the parameters specified in Chapter 7 required inputs. The attached price schedule is to be used for the preparation of the financial offer.