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INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: May 9th 2024

Country: Cairo, Egypt

Project: Supporting the Ministry of Local Development in Decentralization and Integrated Local Development with special Emphasis on Upper Egypt

Consultancy: Investment and Private Sector Engagement Consultant

Period of assignment: Up to 50 working days over a duration of 12 months.

Reporting to: Systems Development and LED Team Leader

Proposal should be submitted at the email Tsp-procurement@nationaldsu.gov.eg no later than **May 23rd, 2024**.

Any request for clarification must be sent by standard electronic communication to the address or e-mail indicated above. The Project will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. BACKGROUND

The EU-funded project implemented by UNDP aims at supporting the Ministry of Local Development (MoLD) in creating a modernized and decentralized local administration system at the central and local levels in selected governorates, that adheres to good governance, whose function is to support and promote integrated local development through upholding excellence in local public services delivery and promoting local economic and social development. The suggested outputs are responsive to the priority areas of interventions identified by MoLD.

Developing and rebuilding local institutional capacity is core not only for implementing decentralization, but also to achieve the ultimate objective of local development as represented in local economic development and provision of improved services and infrastructure. Creating productive employment opportunities in each locality that caters to all requires effective and practical yet a strategic framework for economic development, including targeted public investment in infrastructure, development of human capabilities, active promotion of innovation and entrepreneurship, and alignment with national policies for trade, investment and the like. Moreover, enhancing public service delivery systems increase citizen satisfaction with government performance, particularly when adhering to good governance.

In accordance, the Project aims at supporting the Ministry along the following:



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1. Setting local development policies (decentralization, LED, rural development, etc.) and legislative framework.
2. Developing the local administration: institutional structure, main functions (local service delivery, etc.), operating systems (information, M&E, etc.).
3. Establishing mandates for the governorates for Local Economic Development and supporting them in activating LED processes.
4. Selection, qualification and capacity building of local administration leadership and staff.

The Project aims at carrying out interventions in four Upper Egypt governorates: Fayoum, Beni Swaif, Luxor and Aswan.

2. CONTEXT AND MAIN OBJECTIVE OF THE CONSULTANCY MISSION

Investment promotion has become a major concern of the Egyptian government, particularly for the purpose of the attraction of foreign investment. This is a high priority, not only to improve the monetary performance and foreign debt situation, but also to capitalize on the state's investment in infrastructure, urban development and public services as an improved business environment. The Prime Minister formed a committee to promote industrial land allocation (decree 2100 for 2021) and another committee to deal with investment obstacles (decree 949 for 2022). The Supreme Council of Investment was recently formed by a Presidential Decree and issued 22 resolutions for facilitating investment in its first meeting.

However, these efforts for investment promotion remain at the central level. The Ministry of Local Development (MoLD) has been exerting efforts to support the governorates in their investment promotion by identifying investment opportunities, facilitating access to land for investment or obtaining approvals of investment projects. In March 2023, MoLD organized a preparatory workshop in cooperation with Aswan governorate for investment conferences at the governorates. The workshop facilitated interface between investment promotion officers at 17 governorates and representatives of central agencies promoting investment in industrial, agricultural, logistics and tourism, discussing investment obstacles and the role of governorates vis-à-vis central agencies in addressing them. The Minister of Local Development formed a committee to handle investment related issues within the ministry and enhance its role with the governorates as well as its representation at the Supreme Council of Investment (decree 268 for 2023).

The main objective of this consulting mission is to support MoLD efforts in enabling the governorates in their investment promotion efforts and to mobilize the support of central government agencies to these efforts.

On another but related front, the Project aims to promote Local Economic Development (LED) as a cornerstone of implementing the decentralization strategy and as an enabler to the governorates to establish a strategic planning and public investment guiding framework. The core role of governorates within LED approach is to facilitate the role of private sector in creating sustainable, innovative, and scalable market solutions through key



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interventions in local value chains and economic clusters resulting in investment promotion, thriving businesses and job creation. MoLD has developed and promoted some tools supporting LED at the governorates such as developing LED strategies in few pilot governorates and developing models for cluster development and BDS service improvement. Also, MoLD directed all 27 governorates to form a Socio-economic Council as a consultative council to the governor, mainly formed of private sector and civil society local representatives. Most of these councils lack vision, clarity of scope and organizational capacity.

The governorates, in promoting LED, have evident opportunities for engaging the private sector in providing and managing LED facilities and utilizing investment opportunities, which both sides know but do not have tools to do it. Pilot governorates have experiences of legal, financial and administrative obstacles that faced their proposals to engage private sector in economic facilities and productive projects.

Thus, this consulting mission also aims to support the pilot governorates of the Project in developing framework and tools for private sector engagement and Public Private Partnerships (PPP).

3. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

This consultancy aims to carry out the following tasks:

- Develop orientation/training material on the methods and tools of identification of investment opportunities at the governorates, in cooperation with relevant agencies such as GAFI, IDA, etc.
- Train investment responsible staff at the governorates on identifying, developing and preparing investment opportunities' portfolios at the governorates;
- Support MoLD committee in following up with the governorates on the identification of sound and promising investment opportunities;
- Advise MoLD on its role and the role of governorates in simplifying and unifying investment procedures, and coordinating with relevant central agencies to take these roles into consideration;
- Support MoLD and the Project pilot governorates in preparing for investment promotion conferences, particularly in terms of identifying potential investors to be invited to the conferences;
- Support MoLD and the Project Pilot governorates in developing framework for improving investors support services at the governorate level;
- Develop models, templates and/or contracts for private sector engagement in developing and managing LED facilities and productive projects at the governorates such as contracting out and PPP, and coordinate with relevant ministries and agencies the legal, financial and administrative aspects of these models;



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- Support the Project pilot governorates in applying a number of private sector engagement cases in LED facilities and/or productive projects;
- Develop the framework of operationalization of the socio-economic councils at the governorates, and support the project's pilot governorates in activating their socio-economic councils by conducting the following:
 - Map out active private sector entities within the governorate and recognize their contributions to LED activities within the governorate;
 - Discuss investment barriers and business bottlenecks, and come up with potential actions to unlock the private sector's potential to contribute to LED;
 - Implement private sector engagement and PPP models in specific cases of LED activities, projects and facility management in the Project's pilot governorates, and ensure their economic feasibility.

The Consultant is expected to deliver the following:

- **Deliverable 1:** Report on the training of investment responsible staff at the governorates on identifying, developing and preparing investment opportunities' portfolios, including training material and implementation of the training.
- **Deliverable 2:** Report on the developed models, templates and/or contracts for private sector engagement in developing and managing LED facilities and productive projects at the governorates such as contracting out and PPP, including pilot application at the Project pilot governorates.
- **Deliverable 3:** Report on the activation and technical support to the socio-economic councils in the project's pilot governorates with a focus on improving private sector engagement opportunities and modalities, including the updated operational manual and activation plans of the councils and support material of the activation of the councils.

** All deliverables are to be submitted in the Arabic language with summaries in English, upon request.

As per attached—Annex 1

4. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

- A Master's degree in Economics, Business Management, Social Science, or other relevant related fields is a must;
- A minimum of 15 years of relevant working experience and proven track record in private sector engagement and PPP models;
- Previous work experience with similar projects, in particular with relevant public agencies, is strongly needed;
- Demonstrated experience and success in the engagement of and working with government counterparts and non-governmental partners, particularly private sector and local communities;



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- Familiarity and prior experience with nationally executed UNDP projects is considered as an asset;
- Proven ability to think strategically, express ideas clearly and concisely, work both independently and in teams, and demonstrate self-confidence combined with sensitivity to gender and culture;
- Strong negotiations and communication skills and competence in supporting external relations of MoLD and the Project at all levels, and
- Fluency in English and Arabic languages.

5. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

- The consultancy mission is planned to be around up to **50 working days over a duration of 12 months.**
- Proposals to be submitted by national experts should include technical and financial offers as well as an updated CV,
- Technical proposal includes a proposed methodology and approach to the assigned tasks and why the consultant is the most suitable to carry out this mission,
- Applicants are requested to apply no later than **May 23rd, 2024**,
- Individual consultants are invited to submit a soft copy of their applications (PDF Format) to the following email: tsp-procurement@nationaldsu.gov.eg.

6. FINANCIAL PROPOSAL

Interested candidates should submit their anticipated lump-sum that would include all consultancy-related costs to tsp-procurement@nationaldsu.gov.eg.

Travel:

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the Project and Individual Consultant, prior to travel and will be reimbursed.

6. EVALUATION

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:
a) Responsive/compliant/acceptable, and



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b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

- * Technical Criteria weight; [70%], and
- * Financial Criteria weight; [30%]

Only candidates obtaining a minimum of 49 point would be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
Technical		70 points
• Consultant Experience	40%	40 points
• Proposed Methodology	30%	30 points
Financial	30%	30 points
Total	100%	100 points



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ANNEX 1- TERMS OF REFERENCES (TOR)

Supporting the Ministry of Local Development in Decentralization and Integrated Local Development with Emphasis on Upper Egypt

Project Title: Supporting the Ministry of Local Development in Decentralization and Integrated Local Development with special emphasis on Upper Egypt

Implementing Partner: Ministry of Local Development

Post title: Investment and Private Sector Engagement Consultant

Duration: 50 working days over a duration of 12 months.

Reporting to: Systems Development and LED Team Leader

Project Background

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Context and Main Objectives of the Consultancy Mission

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The Consultant is expected to deliver the following:

Scope of Work and Responsibilities

This consultancy aims to carry out the following tasks:

- Develop orientation/training material on the methods and tools of identification of investment opportunities at the governorates, in cooperation with relevant agencies such as GAFI, IDA, etc.
- Train investment responsible staff at the governorates on identifying, developing and preparing investment opportunities' portfolios at the governorates;
- Support MoLD committee in following up with the governorates the identification of sound and promising investment opportunities;
- Advise MoLD on its role and the role of governorates in simplifying and unifying investment procedures, and coordinating with relevant central agencies to take these roles into consideration;
- Support MoLD and the Project pilot governorates in preparing for investment promotion conferences, particularly in terms of identifying potential investors to be invited to the conferences;
- Support MoLD and the Project Pilot governorates in developing framework for improving investors support services at the governorate level;
- Develop models, templates and/or contracts for private sector engagement in developing and managing LED facilities and productive projects at the governorates such as contracting out and PPP, and coordinate with relevant ministries and agencies the legal, financial and administrative aspects of these models;
- Support the Project pilot governorates in applying a number of private sector engagement models for cases in LED facilities and/or productive projects, including ensuring their economic feasibility.
- Develop the framework of operationalization of the socio-economic councils at the governorates, and support the project's pilot governorates in activating their socio-economic councils in doing the following:
 - Revise the Socio-economic Council formation in the 4 pilot governorates;
 - Support the Socio-economic Councils in the 4 pilot governorates to formulate and execute an activation plan;



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- Update and develop the operational manual for the socio-economic councils;
- Support the councils in mapping active private sector entities within the four pilot governorates and recognize their contributions to LED activities within the governorate;
- Support the councils in discussing investment barriers and business bottlenecks, and come up with potential actions to unlock the private sector’s potential to contribute to LED;

Deliverables

The Consultant is expected to deliver the following:

- **Deliverable 1:** Report on the training of investment responsible staff at the governorates on identifying, developing and preparing investment opportunities’ portfolios, including training material and implementation of the training.
- **Deliverable 2:** Report on the developed models, templates and/or contracts for private sector engagement in developing and managing LED facilities and productive projects at the governorates such as contracting out and PPP, including pilot application at the Project pilot governorates.
- **Deliverable 3:** Report on the activation and technical support to the socio-economic councils in the project’s pilot governorates with a focus on improving private sector engagement opportunities and modalities, including the updated operational manual and activation plans of the councils and support material of the activation of the councils.

** All deliverables are to be submitted in the Arabic language with summaries in English, upon request.

Duration and Level of Effort of the Assignment

The consultancy mission is planned to be up to **50 working days over a duration of 12 months.**

Scope of Payment

- The Consultant will report against the defined deliverables he/she accomplished.

SN#	Deliverable	% of Payment
1	<u>Deliverable 1:</u> Report on the training of investment responsible staff at the 27 governorates on identifying, developing and preparing investment opportunities’ portfolios, including training material and implementation of the training.	20%



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2	Deliverable 2: Report on the developed models, templates and/or contracts for private sector engagement in developing and managing LED facilities and productive projects at the governorates such as contracting out and PPP, including pilot application at the Project governorates.	40%
3	Deliverable 3: Report on the activation and technical support to the socio-economic councils in the project's pilot governorates with a focus on improving private sector engagement opportunities and modalities, including the updated operational manual and activation plans of the councils and support material of the activation of the councils.	40%
Total		100%

Management of Consultancy Mission and Reporting

The Consultant shall report to the Systems Development and LED Team Leader. The outline and deliverables of the work to be done needs to be first approved by the Project Manager for the Consultant to proceed.

Data Provision

- Collection of data / information required is the responsibility of the consultant. If needed, the project can support the consultant to facilitate the data collection from the counterparts.
- The consultant is expected to travel to the governorates for consultation workshops and multistakeholder meetings.

Expected Qualification

- A Master's degree in Economics, Business Management, Social Science, or other relevant related fields is a must;
- A minimum of 15 years of relevant working experience and proven track record in private sector engagement and PPP models;
- Previous work experience with similar projects, in particular with relevant public agencies, is strongly needed;
- Demonstrated experience and success in the engagement of and working with government counterparts and non-governmental partners, particularly private sector and local communities;
- Familiarity and prior experience with nationally-executed UNDP projects is considered as an asset;
- Proven ability to think strategically, express ideas clearly and concisely, work both independently and in teams, and demonstrate self-confidence combined with sensitivity to gender and culture;
- Strong negotiations and communication skills and competence in supporting external relations of MoLD and the Project at all levels, and
- Fluency in English and Arabic languages.



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Application Process

- The consultancy mission is planned to be up to **50 working days over a duration of 12 months.**
- Proposals to be submitted by national experts should include technical and financial offers as well as an updated CV.
- Technical proposal includes a proposed methodology and approach to the assigned tasks and why the consultant is the most suitable to carry out this mission.
- The financial offer should be a lump-sum figure covering all expenses.
- Applications to be sent in soft copies (**PDF format**) to the following email address: tsp-procurement@nationaldsu.gov.eg maximum by **May 23rd, 2024.**

Evaluation

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as: a) responsive/compliant/acceptable, and b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Criteria	Weight	Max. Point
Technical		70 points
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