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# BACKGROUND INFORMATION

## Partner country

Republic of North Macedonia

## Contracting authority

Municipality of Bitola Bitola

Blv. “1-vi Maj” 61, 7000 Bitola

Republic of North Macedonia

## Country background

During the Decade for Roma Inclusion 2005 – 2015, the Government adopted the first Strategy for Roma, aimed to improve the quality of life of the Roma, reduce inequalities, expand service access and promote integration. Then, the Government adopted a new Strategy (2015-20120) focused on five priority areas: education, health care, employment, housing and culture. At the present time, despite some progress in areas such as school enrolment, the full implementation of the strategy remains poor. Roma communities still face some of the worst living conditions in the Country. As also reported in the call, at least one-third of Roma live in dilapidated housing or slums, around 70% of Roma has no documents of property ownership while 28% lives in makeshift, often illegal, homes. Half of the Roma homes have no sanitation and about 61% has no toilet or bathroom inside the home. Overcrowding is also widespread: many Roma families live in houses with less than 5 m2 per person. In the Republic of North Macedonia, there is a lack of mapping of Roma settlements that are not covered by the detailed urban plans, consequently in the Law on Spatial and Urban Planning, which regulates (among other things) the adjustment of detailed urban plans in the municipalities where the Roma settlements are, must be mentioned in this context. The newest Law for Spatial and Urban Planning is in power from February 2020 and starts to be implemented in June 2020.

## Current situation in the sector

Inadequate and substandard housing is typical of most Roma-populated municipalities, such as Bitola. According to the AECOM report, Bitola’s Roma population is composed by about 5.000 individuals, of which 95% is located in the Bair neighbourhood (4100 – 5200 people, 1025 – 1300 households), in turn divided into three areas: “Centralen Bair”, “Ljubojno” and “Karaorman”. In this context, Roma mostly live in ghettoized settlements, not covered by GUP nor DUPs, with poor infrastructure and substandard conditions that additionally perpetuate social exclusion. According to the mentioned research, most of the dwellings are smaller than 30 m2, often lacking of basic elements such as suitable floor (26%), toilet (75%), kitchen (19%), adequate windows (65%), dry and healthy environment (78%). In addition, a considerable section of households reported no access to electricity (18%, with the highest incidence in Karaorman), drinking water (13%) and other public utilities.

As for the legalization and property registration issues, only 17% of Roma dwelling results legalized. All that linked to the poor socio-economic condition, limited access to social and health services, lack of education and employment opportunities, and persistent discrimination to Roma people and Roma culture. About 79% of Roma individuals in working age is unemployed, especially women who result employed for only 9%. Only a small percentage of individuals are registered to the local Employment Agency (approximately 20-30%). As for education, about half of the Roma children is not enrolled to primary and secondary education (mostly because of a lack of awareness about supporting economic measures and opportunities that may exist), whereas, for health, one of the main concern is about the distance from health units in which the recipients may benefit from healthcare services. All these factors contribute to perpetuate a condition of exclusion of Roma communities from the social and political life of the city – as a matter of fact, there are no Roma individuals involved in the Municipality Council nor in any other local decision-making body. Furthermore, it is important to notice the lack of updated and detailed information for the local authorities, impeding them from designing effective policies, plans (like updated urban plans – not currently available) and actions. In other words, considerable efforts are needed to regenerate Bair as an adequate place to live.

The action is therefore relevant with the main problems identified in the national and local contexts and, at the same time, with the main strategic and framework documents at national and European level. The Action is in line with the EU Framework for National Roma Integration Strategies up to 2020, in which EU calls on Member States to end the inequalities between Roma and non-Roma in Housing, considered one of the four main areas of intervention. Inadequate housing affects the enjoyment of other economic and social rights, such as access to labour market, education, healthcare services. This framework is reflected in all relevant national documents. The Action is in line with the Strategy for the Roma in Republic of Macedonia (2014-2020), also transferred in the Local Action Plan (LAP), adopted by the Council of Municipality of Bitola. In particular, the Strategy foresees: 1) the legalization of 70% of settlements inhabited by Roma population, 2) the preparation and the adoption of GUP and DUP, 3) the increase of the number of Roma who commit registering the ownership status of land, 4) the building up to 50% of the communal infrastructure in the settlements predominantly inhabited by the Roma population.

These purposes are reported in concrete investments plans, in which Municipality of Bitola foresee to intervene on roads, sewerage, electricity, common spaces for Bair – in this sense, it is important to notice that Municipality of Bitola proposes to offer a considerable portion of public investments funds to co-finance the infrastructural component of this Action. Moreover, the Strategy recognizes also the importance of intervening in improving the employment rate, the access to education, the promotion of Roma culture. The Action is also relevant for the Employment and Social Reform Program 2020, which stresses the need to intervene on the quality housing of the communities mostly inhabited by Roma. The planned action is also in line with other key government’s strategic documents, such as the National Strategy on the Alleviation of Poverty and Social Exclusion 2010-2020, the Program for development of the social protection 2011-2021, the Education Strategy 2018-2025. In addition, the national Constitution acknowledges that Roma are recognised as equal in rights and obligations as the rest of the population.

Furthermore, the Action is in line with the list of priorities developed in the framework of ROMACTED, for education, health, tradition and culture, employment, infrastructure (e.g. priorities include the adoption of DUPs for Bair or small-scale infrastructure interventions, such as common places and playgrounds).

## Related programmes and other donor activities

Action will benefit from the lessons learnt from the over ten-year experience of the Applicant in the Pelagonia Region, especially in projects dealing with socio-economic inclusion of Roma. With regard to this, it is worth it mentioning the EU-funded projects “Supporting Roma Women accessing the labour market in Macedonia” (Ref. No. 09-38046/1), “Inclusion of dropout and improvement of the quality of education of Roma children in primary school” (Ref. No. 10-39890/1), and the Italian Government-funded regional initiative “Integration and support for minorities in Macedonia, Montenegro and Kosovo”. as well as the Final Evaluation realized by COSV at the end of the project “Joint Forces for Common Interests!” (Ref. no. 2015/370-761). In addition, the consortium will benefit from the past experiences of the co-applicants and associates, such as: “Creating Employment Opportunities of Young Graduates in the Cross-Border Area (EMPLOYOUTH)” implemented by PP, “ROMED 1 and 2” and “ROMACTED” by MB, and the field experience of Roma associations in the Bair neighbourhood.

The Action can be observed as synergetic and connected to the project “Roma Housing Sensibilization and Mapping” financed by Swiss Development Cooperation (SDC) and implemented by PP until September 2020. This grant aims at collecting geospatial data related to the Bair neighbourhood in Bitola, in order: a) to overcome the gap of obsolete data from the latest census of population 2001; b) to collect data of the total population from each household in Bair with regard to demography, housing conditions, use of public utilities/services, education and socio-economic status; c) to identify precise geo-location of the households in Bair, using sophisticated IT tools (GPS - Global Positioning System) for the purposes of more accurate preparation of urban plans (GUP and DUP); d) to use quantitative facts and data cross checked with the geo-location needs of each neighbourhood in order to prioritize long and short-term plans/investments of the municipality. Therefore, this small action grant will serve as a preparatory phase and as a basis for the current Action. In addition, the Action will act in strict synergies with other relevant initiatives operating in the Country, such as the EU-funded initiative “Regularly attending classes: Action for Inclusion of Roma in Elementary Education” coordinated by the Foundation Open Society – Macedonia. With reference to this project, it will be fundamental to cooperate and exchange information to maximize the impact of the two initiatives and to promote the opportunities emerging from the respective activities.

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

The overall objective of the project of which this contract will be a part is as follows:

Overall objective:

To foster the socio-economic inclusion of the Roma Communities living in Bitola – North Macedonia

Specific objective (Outcome) 1: To increase the capacities and opportunities of the target Roma community to integrate into Bitola’s social community [*COMMUNITY STRENGTHENING*]

Specific objective (Outcome) 2: To improve the living conditions of the target Roma community in the upgraded settlements of Bitola [*URBAN UPGRADING*]

Specific objective (Outcome) 3: To increase the access to health, socio-educational, employment services for the target Roma community in Bitola [*SOCIAL RIGHTS*]

## Purpose

The purpose of this contract is as follows:

* The overall purpose of this service contract is to support the Contracting Authority, Municipality of Bitola, in the implementation of the project BAIR – Bitola’s joint Action for the Inclusion of Roma, through providing of Independent Construction Supervision Services for the execution of the works for reconstruction of the roadway and construction of the sewerage of the streets Strushka and Sutjeska in the Bair neighbourhood in Bitola, in compliance with Macedonian legislation for Construction works (the provisions of the Law of Construction and all relevant Regulations).

## Results to be achieved by the contractor

The following results should be achieved as a result of the execution of this service contract:

* All necessary documents for issuing under the Macedonian Construction Law;
* Final supervision report, prepared after completion of the construction works.

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

* Local institutions guarantee the maintenance of the interventions

## Risks

* Inadequate basic infrastructures (roads, spaces, etc.) and hard weather conditions in wintertime may reduce operations capacity for restoration and infrastructural works, by producing delays and other issues,
* Local elections, foreseen in October 2021, might produce effects in turnover of decision makers and public officers. This might cause a change in political will and in the level of commitment of involved institutions,
* The difficult economic conditions of Roma population might represent an obstacle for the urban upgrading process promoted by the project and for the full involvement of target groups
* Considering past experiences/attempts done in the area during the Roma Decade (2007) with unsuccessful end, the attitude of the Roma communities may be negative and unwilling to proactively participate in the activities. Past actions showed that the low level of involvement of local communities discouraged them in taking part in the activities, affecting the effectiveness and the sustainability of the Action as well (Weak participation and drop-out of target groups in the project activities).
* Limited movement and travel due to eventual measures and restrictions taken in North Macedonia because of COVID - 19.

# SCOPE OF THE WORK

## General

### Description of the assignment

Based on the identification and prioritization process carried out, MB will elaborate a detailed “Bair Upgrading Plan” highlighting the list of interventions to be realized for the improvement of urban and living conditions of the neighbourhood. Based on this list, the project will set up adequate procurement procedures for the design and the implementation of the infrastructural works and supplies. The available amount for the tender procedure will include a valuable contribution from MB public budget (national funds), made available to co-finance and increase the Action’s impact. MB (with reference to its Procurement Unit) will be adequately supported in the definition of the procedures and the technical specifications. MB, as Contracting Authority, will be responsible of the procurement process. The procurement procedure will comply with national and European legislations (with particular reference to PRAG rules) and, after due diligence checks, a specific commission appointed by MB will select local construction companies/suppliers with proven experience on this sector. COSV and PP (and, possibly, EUD) representatives will take part in the process too, as observer, in order to guarantee adequate transparency and accountability. The process ends with the signature of contract with the selected contractor(s).

The selected contractor(s) will design and implement the identified infrastructural works and supplies, according to the technical specifications of the procurement procedures. The overall process will be supervised by MB, supported by the rest of the consortium and community leaders, in order to foster local communities’ involvement in the action. The estimated duration of the process is six months. The contract will also include maintenance obligations for the of the realized infrastructures and guarantee for the provided supplies, for a considerable amount of time. After that, those obligations will be handled by MB.

Therefore, the Contractor shall provide Technical Supervision Services on the works contract for reconstruction of the roadway and construction of sewerage of streets “Strushka” and “Sutjeska” on behalf of the Contracting Authority, performing the tasks of an “Independent Construction Supervisor” under the Macedonian Construction Law and the related Regulations.

During the execution of the services the Contractor is expected to work closely with the representatives of Contracting Authority in order to fulfil the general objectives of the project, i.e. execution of the construction works on the streets mentioned above as per the drawings, specifications, the conditions of the works contract and in compliance with Macedonian legislation for Construction works (the provisions of the Law of Construction and all relevant Regulations).

### Geographical area to be covered

Bair community in the Municipality of Bitola, Republic of North Macedonia.

### Target groups

* Roma population living in Bair neighbourhood,
* Local Authorities and Public Offices
* Municipality of Bitola

## Specific work

The Contractor shall assist in respect to the procedures, preparation of documentation before commencement, during the execution and in the final phase, i.e. accepting and taking over of the performed construction works in compliance with the Macedonian legislation of construction works. The Contractor shall set up the supervision in a way to be able to meet the requirements for the efficient construction supervision i.e. quality and quantity control, monitoring of progress and contractual administration of the works and archaeological and conservation supervision under the requirements of the Macedonian legislation for the protected zones in cooperation with the relevant institution.

The Contractor’s work shall include, but not necessarily be limited to the following tasks:

* The Contractor issues a notice of the commencement date after due consultations with the Contracting Authority and supervises the commencement of the construction works according to the Macedonian legislation;
* Assists the contractor that performs works and gives instructions on important issues related to implementation of the works;
* Inspects the works and checks weather the performance complies with specifications and drawings;
* Conducts regular site inspections to check the quality of workmanship and quantity and quality of materials in accordance with the requirements of the drawings and specifications;
* Monitors the progress of the works by comparing the actual progress with the approved programme of the works. In case there is any delay, he requests the works contractor to take appropriate measures for improving the work progress;
* The Contractor issues monthly progress reports for the performed construction works;
* Ensures that the works contractor is conforming to the requirements for protection of the environment;
* Recommends any changes in plans and specifications which may prove necessary or desirable during the construction works or subsequent to construction works, together with the consequent development of the necessary revised plans, specification, etc. for any changes which need to be approved by the Contracting Authority;
* Performs an inspection of the works and the necessary testing prior to taking over of works and reports to the Contracting Authority expressing his opinion for completion of contracted works and contractual issues;
* Advises the Contracting Authority on any possible cause which may lead to a delay of the works and postponement of the completion date;
* The Contractor informs the Contracting Authority about any eventual identified shortcomings or irregularities ascertained during the construction works and notes them in the construction log;
* Develops final supervision report after completion of the construction works;

The contractor shall coordinate the development of documents under the Macedonian Law for protection of cultural heritage and Construction legislation, and prepare those that are his responsibility.

## Project management

### Responsible body

Municipality of Bitola

Blv. “1-vi Maj” 61, 7000 Bitola

Republic of North Macedonia

Project: “BAIR – Bitola’s joint Action for the Inclusion of Roma” Grant Contract No. 2020/420-361

### Management structure

Following management structure of the Contracting Authority will be available and will support the Contractor during the realization of this contract, for administrative or technical purposes:

* Violeta Nalevska, Local Economy Development advisor as project coordinator – Municipality of Bitola;
* Vladimir Jovevski, Communal department advisor as coordinator for the street “Strushka”– Municipality of Bitola;
* Venco Shishkin, Communal department advisor as coordinator for the street “Sutjeska” – Municipality of Bitola;

### Facilities to be provided by the contracting authority and/or other parties

The Contracting Authority has no obligation to provide any facilities, i.e. the facilities necessary for the realization of this contract should be provided by the Contractor.

However, the Contracting Authority will provide all available information and will fully cooperate with the Contractor in order successful execution of the contract to be enabled. Technical information and access to the existing records, any useful information and/or documentation which may be relevant to the performance of the Contract will be provided upon request.

# LOGISTICS AND TIMING

## Location

Streets “Strushka” and “Sutjeska”, Bair neighbourhood in Municipality of Bitola, Republic of North Macedonia.

## Start date & period of implementation of tasks

The intended start date is 01.10.2021 and the period of implementation of the contract will be 5 months from this date. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

# REQUIREMENTS

## Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

### Key experts

**Key expert 1: 2 Civil engineers/Architects**

Qualifications and skills

* University degree in civil engineering / architecture;
* Working knowledge of national legislation for construction works;
* Knowledge in implementing local and internationally recognized standards, technical specifications and guides;
* Excellent management and organizational skills.

General professional experience

* Preferably 5 years, professional experience as civil engineer / architect, but a minimum 3 years required;

Specific professional experience

* At least 3 years, professional experience in supervision of construction works;
* Possession of Certificate: Authorisation “B” for supervision of construction works in civil engineering as per national regulations

### Other experts, support staff & backstopping

CVs for experts other than the key experts should not be submitted in the tender but the tenderer will have to demonstrate in their offer that they have access to experts with the required profiles. The contractor shall select and hire other experts as required according to the needs. The selection procedures used by the contractor to select these other experts shall be transparent, and shall be based on pre-defined criteria, including professional qualifications, language skills and work experience.

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

## Office accommodation

Office accommodation for each expert working on the contract is to be provided by the contractor.

## Facilities to be provided by the contractor

The contractor shall ensure that experts are adequately supported and equipped. In particular, it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

## Equipment

**No** equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

# REPORTS

## Reporting requirements

The contractor will submit the following reports in English language, in one original and one copy:

* Monthly progress reports on the construction works. These reports should summarise all activities undertaken by the Contractor particularly in relation to the tasks specified above. Each report should include an overall statement of the progress of the works and a precise statement of the financial status of the works contract and its progress. The reports shall include photos illustrating the progress of the works.
* Draft final report in free format. This report shall be submitted no later than one month before the end of the period of implementation of tasks.
* Final report with the same specifications as the draft final report, incorporating any comments received from the concerned parties on the draft report. The final report shall be provided by the latest 10 days after the reception of the comments on the draft final report. The report shall contain a sufficiently detailed description of the different options to permit an informed decision on the problems and obstacles occurred during the implementation of contract (if applicable). The detailed analyses which underlie the mission's recommendations will be presented in annexes to the main report. The final report must be provided along with the corresponding invoice.

## Submission and approval of reports

The report referred to above must be submitted to the Contract Authority management structure: Vladimir Jovevski, Communal department advisor as coordinator for the street “Strushka”– Municipality of Bitola and Venco Shishkin, Communal department advisor as coordinator for the street “Sutjeska” – Municipality of Bitola

The two coordinators are responsible for controlling, prior approving and for the final approving the reports.

# MONITORING AND EVALUATION

## Definition of indicators

The assessment of the execution of the services is in connection with the implementation of the construction works in terms of quality and quantity. The key activities that are included in the schedule of the construction works will be used for monitoring of the physical progress of the project. The payments are connected to the execution of permanent construction works.

Indicator: Final report, submitted and approved.

## Special requirements

N/A