

**The Secretary General**

**Barcelona, 31st July 2015**

**Subject: CALL FOR TENDERS**

Dear Tenderer,

We are pleased to **update** the open call No. 002-2015 to provide the services of drafting the Policy paper "**The Role of Metropolitan Areas in the Global Agenda of Local and Regional Governments (GOLD IV chapter)**" with ref. 02-2015. All the information related to the purchasing procedure is contained in Annexes 1 and 2. We kindly recommend you read it carefully and follow the instructions contained in these documents.

UCLG is the world organization representing local and regional governments and the contracting party in this tender will be the UCLG World Secretariat, based in Barcelona (Spain). The contract will be governed by Spanish law and the courts of Barcelona.

The principles of transparency, publication and dissemination, free access, equality, competition, economy and fairness will be respected by UCLG in this tender.

Yours sincerely,

Documents attached:

- Annex 1: Technical Terms of Reference
- Annex 2: Contractual References

**Josep Roig**

**100 YEARS OF ACTION**  
**100 LEANNIS OF UNITY**

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**UCLG Sections**

Africa



Asia-Pacific



Euro-Asia



Europe



Latin America



Middle East-  
West Asia



North America



Metropolitan Section



Forum of Regions



## **ANNEX 1 Terms of reference**

### **The Role of Metropolitan areas in the Global Agenda of Local and Regional Governments (GOLD IV chapter)**

#### **(Call for Tender – Modified version)**

##### **Objective**

To produce a 60-65 page paper on the role of metropolitan areas in the Global Agenda of Local and Regional Governments for the 21<sup>st</sup> Century. The text should explain the role of urban agglomerations as major drivers of economic development and social inclusion, their distinct governance and local democracy challenges, their potential to improve quality of life and build liveable and sustainable cities. It should develop the key political messages to support the creation of well-managed, democratic and inclusive metropolitan areas, with recommendations supported by on-the-ground examples from all world regions. The paper will contribute to the Fourth Report of the Global Observatory on Local Democracy and Decentralization (GOLD IV), which will serve to support the Global Agenda of Local and Regional Governments, as well as UCLG's advocacy strategy for Habitat III and beyond.

##### **Duration**

August 2015 – February 2016

##### **Expert profile**

A senior expert or a team of experts with substantial international experience and knowledge in the fields of urban, territorial and metropolitan governance, social policies, local democracy and participative governance, local gender issues and the organization of sustainable economic development.

**Fees: 27,000€**

##### **General background on UCLG and the Global Agenda**

- United Cities and Local Governments (UCLG) is the largest world organization of local and regional governments. Headquartered in Barcelona, UCLG's mission is "to be the united voice and world advocate of democratic local self-government, promoting its values, objectives and interests, through cooperation between local governments, and within the wider international community". Present in 140 of the 191 UN Member States in seven world regions, UCLG's members include over 1000 cities across 95 countries, as well as 112 Local and Regional Government Associations (LGAs and RGAs), and 17 committees and working groups – organizations that represent cities and local governments at national level within a given country and at continental level

(through Regional Sections in each continent) – meaning that UCLG represents almost every LGA in the world.

- In line with our strategic objective to strengthen the voice of local and regional authorities at international level, in 2013 UCLG launched the *Global Taskforce of Local and Regional Governments for Post-2015 Agenda towards Habitat III* (GTF), bringing together other local government organizations, both members and non-members of UCLG.<sup>1</sup> The main objective of the GTF is to provide a joint response by sub-national governments to the UN Post-2015 Development Agenda, the Sustainable Development Goals (SDG), and the shaping of the United Nations' "New Urban Agenda" for Habitat III (2016). To this end, the Global Taskforce agreed to develop the *Global Agenda of Local and Regional Governments for the 21<sup>st</sup> Century* as a contribution to these global agendas.
- UCLG sections and committees, and particularly Metropolis, the committees of peripheral cities and of social inclusion, local democracy and human rights, will be involved and will contribute to the present study.
- The *Global Agenda of Local and Regional Governments for the 21<sup>st</sup> Century* will have to reflect the vision of local and regional authorities on the key challenges of the new development agenda, and contribute to the Post-2015 Agenda and all aspects of the United Nations' "New Urban Agenda" for Habitat III (2016). It must stem from wide debate and consultation processes among local and regional authorities and their representative organizations at global level and in various regions, including national debates. This Agenda should be finalized for Habitat III and will be presented at the 5th World Congress of UCLG (2016).
- The Global Agenda is being developed in parallel and in collaboration with the UN consultation processes on the Post-2015 Development Agenda and Habitat III.

## **Deliverable**

A 60-65 page paper that explores the following issues related to metropolitan areas in order to support UCLG's overall narrative. The analyses of each section should be illustrated with as many examples as possible from different regions of the world.

### **1. Introduction**

- Definition of metropolitan areas, including the relations between different territories and municipalities that make up the metropolitan region (e.g. municipalities in the inner ring, outer ring, and far fringes, also called suburbs, peripheries, outskirts and *banlieues*), the framework for the report, and the role of metropolitan areas in global urbanization.

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<sup>1</sup> The main global networks of local and regional authorities are: UCLG, UCLG's Regional Sections (CEMR, UCLG-ASPAC, UCLG Eurasia, UCLG-MEWA, UCLG-NORAM, FLACMA and UCLGA), Metropolis, International Association of Francophone Mayors (AIMF), Arab Towns Organization (ATO), Commonwealth Local Government Forum (CLGF), World Organization of Regions FOGAR, ICLEI, Nrg4SD - Network of Regional Governments for Sustainability and UNACLA. As well as various partners: DELOG, UN-Habitat, UNDP, Cities Alliance, ILO, European Commission, Millennium Campaign, One UN Secretariat, HLP Post 2015, DeLoG, SUEZ, DCF, Habitat for Humanity and Slum Dwellers International.

- This introduction should very briefly explore the past, present and future trends of metropolitan areas worldwide (including megacities, urban regions and corridors). It should provide the big picture on the number, size, economic and social performance of metropolitan areas; spatial drivers (e.g. sprawl vs densification); agglomeration effects ; relations between core and peripheral municipalities included in the metropolitan area; the role of migration; future processes and forecasts over the next two decades.

## **2. Metropolitan governance: building democratic and integrated metropolitan cities**

*This section should analyse the prospects for an **integrated and democratic metropolitan governance, with equal opportunities for all territories (collaborative governance), deepening local democracy through citizen participation in local decision-making.***

- Integrated governance : This section should review the different models of management and analyze the governance frameworks in metropolitan areas that facilitate a functional, and coherent governance (with a particular focus on cooperation between municipalities in inner ring, outer ring and fringes of metropolitan areas), as well as the link between metropolitan governance and the national decentralization framework, including financial dimensions (sources of revenue and expenditure, investments, equalization mechanisms within the metropolitan area). Current debates and trends, main challenges and alternatives should also be addressed.
- New forms of governance and local democracy: Models of democratic institutions, the impact of a globalized economy on local democracy, effective citizen participation in metropolitan areas (including the private sector and CSOs), the promotion of multi-actor processes (e.g. strategic planning, participatory budgeting, the use of new technologies to facilitate genuine participation), transparency and accountability. How to promote broader participation (especially for the most excluded people), And citizen control in metropolitan institutions. Challenges and opportunities.

## **3. The metropolitan economy: sustainable and inclusive economic development in metropolitan areas**

*This section should explore the conditions for sustainable metropolitan economies and workmarkets, linking development and innovation with new patterns of production and consumption, to ensure a better distribution of wealth and opportunities for all, at the same time reducing the impact on the global environment. The section should analyse the relation between economic competitiveness patterns and social inclusion*

- Sustainable Economic development: This section should analyze strategies for integrated and sustainable economic development in metropolitan areas, adaptation to global and local economic changes, new forms of financing and investing, policies to support competitiveness and inclusiveness. Economic development policies should promote new patterns of production and

consumption, looking for improved opportunities for all (e.g. the creation of decent jobs, particularly for young people, and respect for women and minorities' rights), better inclusion of people and territories (e.g. social economy), and reduce environmental impacts (e.g. circular economy). A rapid state of the art should address the current gaps between metropolitan governance and private investment models

#### **4. Metropolitan areas with quality of life: a liveable city for all**

*This section should promote metropolitan social and environmental policies to protect the commons and improve the conditions of urban dwellers, with a particular focus on poor neighbourhoods and slum areas.*

- Quality of life and urban environment: This section should focus on the use of strategic planning as a tool for improved city governance, to build more integrated, compact and dense cities with more public and green spaces. It should look at how metropolitan areas could promote quality and sustainable basic services for all, sustainable mobility, climate change adaptation including ways to address energy consumption reduction, and create more resilient communities,
- Social inclusion/integration: This section should focus on innovative and protective social policies initiated to tackle social, generational and cultural/ethnic segregation and spatial fragmentation (slum upgrading and neighbourhood renewal policies) with the aim to protect and endorse Human Rights, in particular social, economic, cultural and environmental rights. These include affordable housing, social and cultural inclusion (e.g. for immigrants), access to services for the poorest populations (including to culture and amenities), and redistribution policies. In this context, gender sensitive initiatives as well as cultural policies and controlling urban violence should be also addressed.

#### **5. Conclusions and recommendations**

According to the topics analyzed and developed in the paper, this last section should identify the **key messages for Habitat III**, national, metropolitan and local governments, and communities, and present the **main political recommendations**. The key messages should be related to the principles and agenda of the "Right to the City".

## **ANNEX 2                    CONTRACTUAL BINDING CONDITIONS**

**Ref. Tender:                    02 -2015 (NEW VERSION)**

<b>Publication date:</b>	31-07-2015	<b>Deadline for submitting tenders:</b>	24-08-2015 18:00
<b>Document:</b>	Contract notice. <b>Policy Paper on "Metropolitan Areas"</b>		
<b>Name and address of the Contracting Authority:</b>	ORGANIZACION MUNDIAL DE CIUDADES Y GOBIERNOS LOCALES UNIDOS (UCLG) Avinyó 15 08002 Barcelona (Spain) Tel: +34 933428750 Fax.: +34933428760 e-mail: tender@uclg.org		
<b>Short Description:</b>	<p><b>A 60-65 page paper on the role of metropolitan areas in the Global Agenda of Local and Regional Governments for the 21st Century. The text should explain the role of urban agglomerations as major drivers of economic development and social inclusion, their distinct governance and local democracy challenges, their potential to improve quality of life and build liveable and sustainable cities. It should develop the key political messages to support the creation of well-managed, democratic and inclusive metropolitan areas, with recommendations supported by on-the-ground examples from all world regions.</b> The paper will contribute to the Fourth Report of the Global Observatory on Local Democracy and Decentralization (GOLD IV), which will serve to support the Global Agenda of Local and Regional Governments, as well as UCLG's advocacy strategy for Habitat III and beyond.</p> <p><i>More information included in Annex 1</i></p>		
<b>Contract type:</b>	Service Contract		
<b>Duration of the contract:</b>	7 months		
<b>Procedure type:</b>	Open procedure		
<b>Budget:</b>	27,000 € indirect taxes included if applicable		
<b>Language of the services and communication:</b>	English		
<b>Language submission (preference)</b>	English		
<b>Status:</b>	Open		
<b>Notification of award to the successful tenderer:</b>	7-15 days after deadline for tenders		

- 1) The contractor is responsible for implementing the task entrusted to it in the Terms of Reference (see Annex 1)
- 2) Legal aspects:
  - UCLG may require information on the Tenderer to be in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of its country.
  - Following the notification of award, tenderer(s) to which the contract is to be awarded, must supply evidence about fiscal residence in its country.
  - The Tenderer and its staff must comply with human rights and undertake not to offend the political, cultural and religious mores of the country(ies) where the action is implemented. In particular and in accordance with the applicable basic act, tenderers who have been awarded contracts must comply with core labour standards as applicable and as defined in the relevant International Labour Organisation conventions.
- 3) Drafting and content of the tender documents to be submitted by the tenderer. Tender documents must contain the following provisions and information:
  - Description of the Tenderer (Organization, Expert, Consultant, Company...) and the persons having powers of representation, decision making or control.
  - Key experts and CVs, in case individuals involved.
  - Technical offer according to Annex 1 requirements.
  - Financial offer including indirect tax if applicable.
  - All the financial identification information including the financial identification number. In a later phase of the contract drafting, the bank account details will be provided to UCLG.
- 4) The Tender set of documents need to be sent to UCLG no later than the date and time indicated at the deadline set up above by e-mail to: [tender@uclg.org](mailto:tender@uclg.org). It will not be accepted any tender beyond the submission date, except that otherwise informed in the web site.
- 5) In case additional information is required to submit the proposal, we kindly invite you to contact UCLG in the e-mail address [tender@uclg.org](mailto:tender@uclg.org). Only relevant questions in writing concerning clarifications of the Tender will be answered.
- 6) Tenderers are entitled to withdraw their offer at any time.
- 7) UCLG might request additional information of the proposal in case unclear concepts raised to UCLG. If this is the case, the tenderers whose submissions require clarification, will be asked to reply within a reasonable deadline set by the assessment team. If the tenderer submits a self-declaration/statement as documentary proof, the contracting authority reserves the right to ask for further documentary evidence.
- 8) If UCLG suspects that a candidate, tenderer or applicant does not comply with the rules, it must ask the candidate/tenderer/applicant to provide evidence demonstrating actual compliance with the applicable rules.
- 9) Evaluation Criteria: UCLG will take care that the awarded tenderer does not have a potential conflict of interest with the organization and will decide whether or not the submitted proposals:

- Comply with the essential requirements of the tender dossier: technical, administrative and financial.
- Satisfy the requirements set in the tender dossier
- Contains the complete documentation
- Language required by the tender dossier has been used

The selection criteria concern the tenderer's capacity to execute the contract. The successful tenderer will be the one submitting the least expensive tender classified as 'technically compliant' during the evaluation.

**10)** The tenders will be assessed according to the eligibility and the financial, economic, technical and professional capacity of the tenderers. Tenders will be compared and the contract awarded. The decision of who is the successful tenderer will be final.

**11)** Choice of contractor:

As a result of its deliberations, UCLG will decide on the following recommendations:

- Award the contract to the tenderer which has submitted the least expensive offer and complies with the formal, technical, administrative and financial requirements
- Cancel the tender procedure:

Once award of the contract the successful tenderer will be notified.

**12)** Once the tenders have been analysed, they are compared and the successful tenderer is chosen. No negotiation is allowed.

**13)** UCLG must ensure equal treatment of tenderers and keep the tenders confidential.