# TERMS OF REFERENCE AND SCOPE OF SERVICES

**International Consultant in Social Infrastructure and Preschool Design**

1. **Background**

The Government of the Republic of Macedonia (GOM) and the International Bank for Reconstruction and Development signed a loan for implementing the Macedonia Social Services Improvement Project (SSIP).

The SSIP development objective is to expand access to and improve the quality of social services, including preschool services, for vulnerable groups.

The [Social Services Improvement Project](http://projects.worldbank.org/P162246?lang=en) will help address the challenges that are particularly associated with social exclusion of vulnerable groups and the low quality and fragmentation of Early Childhood Education and Care (ECEC) and social services.

The project will contribute to the GoM’s ultimate objectives of alleviating poverty and enhancing human capital by strengthening the overall social protection delivery system and access to services by existing social assistance recipients and other vulnerable groups. Also the Project shall help alleviating poverty and enhancing human capital by investing in quality early learning for preschool children and their families and by supporting the transition into primary education.

1. **Specific Background**

In the Republic of Macedonia around 30.5% young children (0-6 years) are enrolled in preschool education, and although significantly increased over the last years, still it is a way below the EU participation rate. Due to the limited services available and the limited awareness among parents about the importance of the early learning, this rate is particularly high in the rural areas.

Increasing the capacities for care and education of children of pre-school age in institutions for children (public and private institutions) is one of the main strategic goals of the Government of the Republic of Macedonia and the Ministry of labor and social policy (MLSP).

The enlargement of the country capacities for pre-school services will be supported by the MLSP –SSIP Project through improving and extending the existing preschool infrastructure and through construction of new infrastructure, by introducing new approaches to design and physical outlay of ECEC (Early Childhood Education and Care ) facilities.

Expanding preschool capacity entails a combination of building new centers and repurposing (or

upgrading) of existing infrastructure for preschool programs. The Project will be focused on development of innovative designs for new preschool institutions and mapping, analyzing, and proposing readjustment of the existing physical infrastructure and regulatory environment. This project activity will include considerations of climate risks to enhance the design and construction of the buildings in the context of natural disasters. The interventions will also address climate mitigation by including energy efficiency measures as part of the retrofitting of buildings (for example, architectural or building changes that enable reduction of energy consumption, such as new windows or improved heating system) and construction of new buildings (for example, use of highly efficient architectural designs and energy efficient appliances and equipment).

During the SSIP Project Preparation Design Guidelines were prepared: Design Guideline for new kindergartens, Reconstruction and renovation Guidelines and Mounting/Modular Kindergartens. Those Guidelines are integral part of the Manual for Grant Operational Manual for Preschool Infrastructure according to which the increasing of the capacities for care and education of children of pre-school age shall be financed

1. **General Objective**

The scope of this consultancy includes advisory services to the Ministry of Labour and Social Policy (SSIP Project Management Unit) on new modern kindergarten/preschool design development and construction, in accordance to the directions given in the Grant Operational Manual for Preschool Infrastructure. The result of this consultancy will be advanced flexible kindergarten/preschool designs (reflecting educational processes with relevant child focused equipment) and operation systems that would stand out for their architecture and open approach to preschool education, which enables various opportunities and can adapt more easily to various changes. New kindergartens/preschools would incorporate various sustainable features with the use of relevant design strategies and alternative sources of energy.

1. **Scope of Activities**

The consultant is expected to:

* Provide technical opinions regarding the basic project designs for preschool centers of different capacities (small-up to 50 children, medium and large-more than 100 children ) that have been already prepared, regarding the fulfillment of the directions given in the Grant Operational Manual for Preschool Infrastructure.
* Provide technical opinions regarding the basic project designs that shall be prepared by the design Companies engaged within the SSIP project (opinions and directions to be given in the middle of the project design process and at the end) in order to ensure that the designs are in accordance to the directions given in the Grant Operational Manual for Preschool Infrastructure
* Ensuring (by giving advice to the SSIP/MLSP Architects and Project design companies) that the new kindergartens/preschools that will be build within the SSIP will be of advanced flexible kindergarten/preschool designs (reflecting educational processes with relevant child focused equipment), and would incorporate various sustainable features with the use of relevant design strategies and alternative sources of energy.
* To prepare Terms of reference for engaging interior design company
* Provide advisory services to the Ministry of labor and social policy regarding the design and construction of the MLSP’s on going constructions/renovations, upon request

Regarding the number of basic project designs for which the technical opinion shall be needed it is estimated that the consultant shall need to provide technical opinion for: app. 30 small preschool centers (up to 50 children) , app.30 medium preschool centers (51-100 children ), and for app. 30 large preschool centers (with more than 100 children )

1. **Qualification requirements:**
2. PhD or equivalent and at least 8 years of relevant professional experience. Knowledge of the main trends in preschool education in Eastern Europe, with knowledge of
3. the Macedonian context considered a plus;
4. Experience in engineering and architecture of ECD or preschool facilities in different types of communities;
5. Participation in international projects in the area of education-related architecture;
6. Experience in preparing analytical materials;
7. Experience in cooperation with international organizations;
8. Strong analytical skills;

Selection method and contract: The selection method is Individual Consultant Selection and the contract shall be Lump sum according to the World Bank Procurement Regulations for Investment Project Financing (IPF) Borrowers – Procurement in IPF of Goods, Works, Non‐Consulting and Consulting Services, (Regulations) issued in July 2016, revised November 2017., [www.worldbank.org](http://www.worldbank.org/).

1. **Reporting obligations**

The consultant will be expected to produce the following outputs:

1. Technical opinions regarding the basic project designs for preschool centers of different capacities (small-up to 50 children, medium, large-more than 100 children ) already that have been already prepared, regarding the fulfillment of the directions given in the Grant Operational Manual for Preschool Infrastructure
2. Technical opinions regarding the basic project designs that shall be prepared by the design Companies engaged within the SSIP project (opinions and directions to be given in the middle of the project design process and at the end) in order to ensure that the designs are in accordance to the directions given in the Grant Operational Manual for Preschool Infrastructure
3. Report for the advice given to the SSIP/MLSP Architects and Project design companies in order to ensure that the new kindergartens/preschools that will be build within the SSIP will be of advanced flexible kindergarten/preschool designs (reflecting educational processes with relevant child focused equipment), and would incorporate various sustainable features with the use of relevant design strategies and alternative sources of energy.
4. Terms of reference for engaging interior design company
5. Report for the advisory services provided to the Ministry of labor and social policy regarding the design and construction of the MLSP’s on going constructions/renovations, upon request
6. **Duration of the assignment**

The duration of the assignment will be till December 2020. The consultancy is home based, but the consultant will be expected to travel to Macedonia on at least six occasions during the length of this contract