

TERMS OF REFERENCE FOR THE PILOT IMPLEMENTATION TO DEMONSTRATE THE INCORPORATION OF NATURALISATION CRITERIA AND ECOSYSTEM SERVICES TO PROVIDE A VERSATILE CLIMATE SHELTER FOR PUBLIC USAGE.

Budget code: 23EEP001

Project: HERA

Imputation item: 5.2

Introduction

The Associació MedCités / MedCities is an association of cities, with its headquarters in Barcelona, dedicated to sustainable urban development in the Mediterranean. It comprises 73 municipalities and unions of municipalities from seventeen different states and runs projects in the fields of strategic urban planning, urban services, the environment and local economic and social development, as well as training activities, technical support and the capitalisation of best practices. The network was created in 1991, since which time it has carried out dozens of projects in Mediterranean cities.

The cities of Bethlehem, Jerash and Saida hold a green infrastructure strategy, as a result of the NATUREMED project, which took place on 2022 between MedCities, Barcelona City Council and the three municipalities (Bethlehem, Jerash and Saida). This project helped to determine a set of strategic actions to enhance the presence of green spaces, among others.

The HERA Project (Heat island Effect Reduction Actions) will implement three demonstrative pilot actions that are aligned with the green infrastructure strategies of the three cities and promote ecosystem services to, among others, contribute to mitigate the heat island effect in the cities.

In the case of Jerash, the demonstrative pilot will consist on the rehabilitation of Jerash municipality park, which is one of the oldest most famous public parks in Jerash city and reflects the heritage and cultural identity of Jerash city. The Park is Located next to the municipality building at the city center within the crowded area, surrounded by shops, restaurants and other economic activities. The park is accessible by walking for most citizens of Jerash city.

1. Objective

The objective of this service provision is the pilot implementation to demonstrate the incorporation of naturalisation criteria and ecosystem services to provide a versatile climate shelter for public usage.

2. Scope of the services

The scope and characteristics of the services are as follows:

The service provider will be in charge of performing all actions needed in order to enhance the existing canopy in Jerash Public Park with ecosystem services promotion and water efficiency criteria.

The implementation works performed will follow the Bill of Quantities (Annex 1) and the maps of the area (Annex 2).

The pilot action will serve to showcase the methodology and benefits of the transformation of a public space to promote the usage of ecosystem services in order to increase water efficiency and decrease temperature, creating a multi-purpose space to be used by citizens, schools and the municipality, and which can host different number of events.

The service provider will perform periodic explanatory visits to the demonstration site during the whole implementation period for the technical staff of Jerash municipality, in order to facilitate the learning-by-doing process and pave the way for future replication of the pilot in other sites of the city.

At the end of the service, the service provider will deliver:

D1. Document summarising the activities and actions implemented. This document will include an annex with a set of pictures and videos taken during the implementation and final phase of the pilot action. The pictures will show all works being implemented.

3. Type of service, duration and place of execution

These terms of reference and the winning proposal will define the conditions of the service as a contract of provision of services from the notification of the order until December, 30, 2023. The service will be carried out in Jerash.

The service will be governed by the Catalan law, the Spanish law and the courts of Barcelona.

4. Base budget of the service

The maximum budget for this service is €13.447€ (all taxes included). Any offer exceeding this amount will be rejected. It is understood that the budget includes all of the costs that the successful bidder is required to pay for the normal fulfilment of the services contracted such as general expenses, financial costs, insurance, transport and travel expenses, remuneration for the staff under its control and all verification and job costs.

5. Price of the contract and economic conditions

The administrative details of the Contracting Body are:

ASSOCIACIÓ MEDCITIES AND/OR MEDCITÉS
C / 62. 16-18. EDIFICI B, ZONA FRANCA
08040 BARCELONA – CATALONIA - SPAIN
Tax number (VAT): ESG66401258

The contract price is the one established by the award of the tender, in line with the offer submitted.

1 invoice is required according to the following details:

- 100% of the total amount after the finalisation of the works and the delivery of D1.

Offer and invoices must contain at least the following information:

- Full tax name and full tax address of the supplier
- Tax identification number of the supplier
- Complete MedCities data
- Offer/Invoice number
- Offer/Invoice date
- Budget code and project name indicated in the header of this document
- Description of the service to be provided/provided
- Detail of the amount of the service and taxes (if any)

The payment term of the invoice will be: bank transfer around 30 days after the date of the invoice (bank account details are required) and always after internal favourable report issued by the General Secretariat of MedCities at the end of the service

The service provider will be directly responsible for paying the local or national taxes applied to the services except if the service provider is fiscally domiciled in Spain, whereupon the current tax law in respect of personal income tax (IRPF) will be applied.

Invoices must be sent either by post to the offices of the General Secretariat of MedCities or, if they are in digital format, to contact@medcities.org.

Bank charges arising from the payment of invoices will be shared (SHA according to bank coding).

MedCities may require information from the service provider regarding its compliance with obligations relating to social security contributions and the payment of taxes.

Those non-EU service providers will be required to present a certificate of tax residence within 7 calendar days of the award of the service. If the aforementioned document has not been provided to MedCities within 7 days, the contract may be terminated.

6. Participation requirements

Those bidding for the service can be individuals or companies that have the full capacity to carry out the work, that are not subject to a ban on hiring staff and that can demonstrate their technical reliability and professional experience.

7. Confidentiality clause

The information that the service provider will have access to in order to fulfil the purpose of this contract must be kept strictly confidential and must not be used for any activity not covered by this contract. In circumstances where a particular use of the information gives rise to doubts in respect of this confidentiality clause, the service provider must, in all cases, request the consent of MedCities.

8. Ownership and authorship of the work

The ownership and authorship of any service provision work carried out belongs to MedCities and Jerash municipality. As owners of the study, any use or mention of it in publications, articles, interviews, conferences, etc. must have the express authorisation of MedCities.

9. Termination of the service

By giving notice of one month, the service can be terminated by either party before the date indicated in Point 3 of these terms of reference for objective reasons or for the reason described in the last paragraph of point 5 of this terms of reference.

10. Submission of offers

The offer must be sent to the following email address: contact@medcities.org

- Proposal submission period: 10 working days from the date of these terms of reference.

- The subject line of the email should specify “Service offer for the pilot implementation to demonstrate the incorporation of naturalisation criteria and ecosystem services to provide a versatile climate shelter for public usage.”
- It is essential that the submission should clearly indicate: business name, address, phone number, email address and the Fiscal ID Number (VAT – tax number) of the bidding company.

The offer must include the extent of the services offered and fulfil the conditions expressed in the previous sections. Notwithstanding that the candidate can attach to their offer any complementary information they consider to be of interest, the tender must include the following documentation:

- o Detailed offer of the services.
- o Economic proposal: candidates must submit an economic proposal in euros that either they or their representative must sign. The prices offered should include any type of tax, charge or fiscal ruling of a European, state, autonomous community or local nature as indicated in Points 5 and 6 of these terms of reference.
- o CV of the professional person or company involved and of the working team, giving relevant examples of similar work undertaken and, if applicable, international experience.

In the event that additional information is required to present the offer, we invite you to contact MedCities by writing to the email address contact@medcities.org. Only written questions about clarifications of the presentation of offers will be answered.

MedCities may request additional information related to the proposal if it deems it appropriate. If this is the case, the proposals that require clarification must be answered within a reasonable period established by the evaluation team.

11. Assessment criteria

The most advantageous offer will need to be evaluated bearing in mind the cost-effectiveness ratio in accordance with the overall proposal. The assessment could take the price-quality ratio into account.

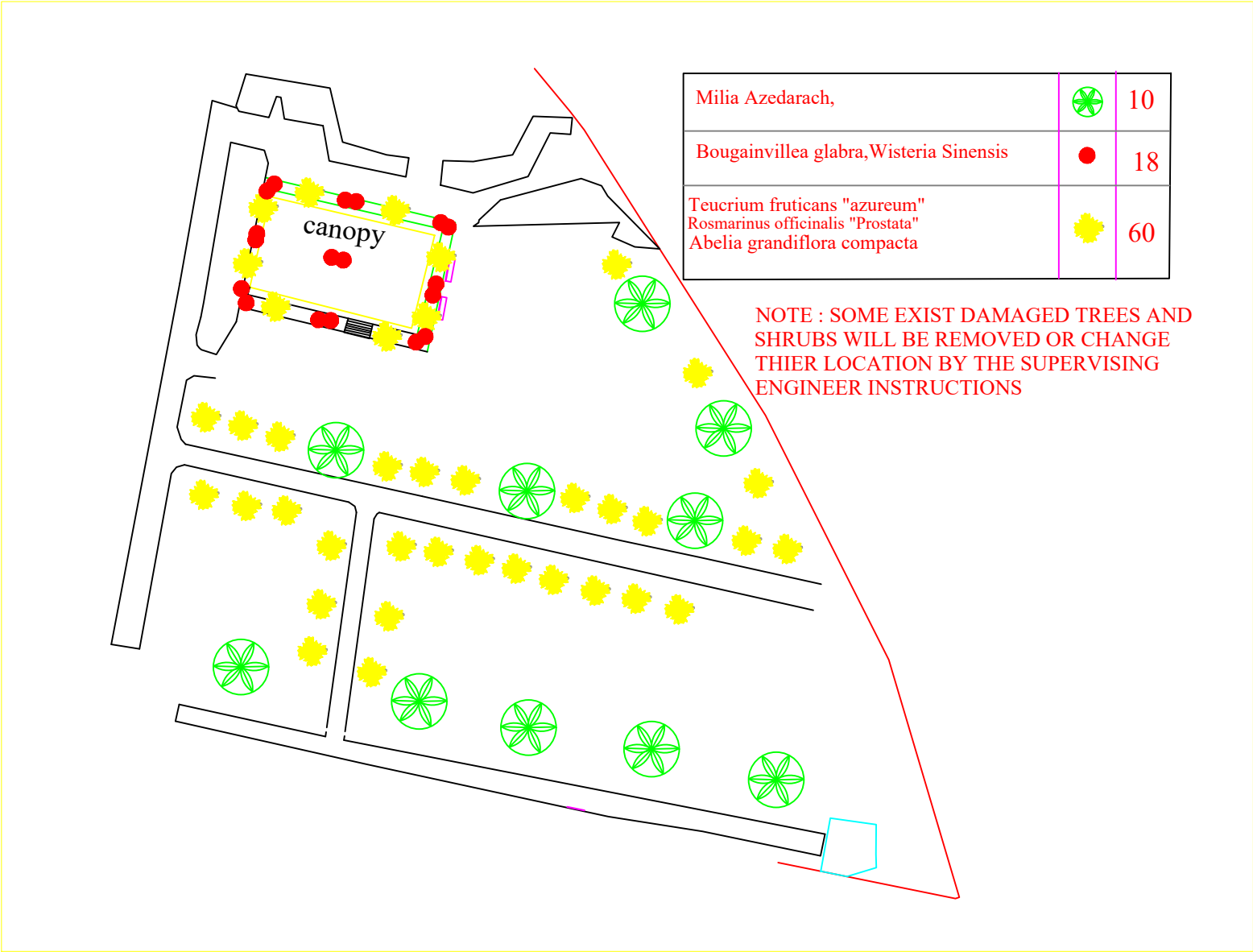
MedCities guarantees equal treatment of the people/companies bidding and will keep their offers confidential.










The person/company adjudicated as the successful bidder will be notified within a period of 5 working days from the final submission date for offers.

Barcelona, November 8th, 2023.

Josep Canals Molina
MedCities Secretary General

Annex 1- Plant, shrubs and tree distribution



Milia Azedarach,			10
Wisteria Sinensis Bougainvillea glabra,		 	18
Teucrium fruticans "azureum" Rosmarinus officinalis "Prostata" Abelia grandiflora compacta		  	60

Annex 2- Bill of Quantities

NO	Description	Unit	QTY	Unit Rate	AMOUNT	AMOUNT
				JD	JD	€
1	Demolish and remove everything that conflicts with the works to be constructed and repair any damages that arise, regardless of their amount. The price includes transporting the rubble outside the site and to the authorized places, according to the rules and according to the instructions of the supervising engineer	L.S.	1	500	500	664,99
2	Maintenance work on the plastering surrounding the corridors and the canopy, lining the paving stones where necessary, cleaning them, removing the dilapidated plastering, doing plastering where necessary, maintaining and installing the stone pavement, and the price includes everything necessary to complete the work to the fullest extent and according to the instructions of the supervising engineer.	L.S.	1	400	400	531,992
3	Maintenance work for the drawers at the entrance and exit, including replacing broken tiles, scouring and plastering works, and everything necessary to complete the work in a complete manner and according to the instructions of the supervising engineer.	L.S.	1	250	250	332,495
4	Four-sided external plastering, the fourth side being colored plastering, for areas not covered with stone for external works, where necessary and according to the instructions of the supervising engineer.	M2	200	18	3600	4787,928
5	The construction of hollow concrete bricks, 15 cm thick, was successful in the laboratory, and the price includes the mortar, mesh, and everything necessary to complete the work to the fullest extent and according to the instructions of the supervising engineer.	M2	100	10	1000	1329,98
6	Supply and installation of a metal water tank with a capacity of 15 m3 and a thickness of 2 mm sheet reinforced from the inside and buried in the ground. The price includes excavation work, building 10 cm bricks around the tank, painting and insulation for the tank, filling around the body of the tank with sand, and making hooks from the top to raise and lower the tank and prepare it for supply from the existing channel adjacent to the games area and everything else. It is necessary to complete the work according to the instructions of the supervising engineer	L.S.	1	1900	1900	2526,962
7	Maintenance of the wooden seats under the canopy, and the price includes sanding and painting with weather-resistant materials and everything necessary to complete the work according to the instructions of the supervising engineer.	NO.	4	90	360	478,7928

Annex 2- Bill of Quantities

NO	Description	Unit	QTY	Unit Rate	AMOUNT	AMOUNT
				JD	JD	€
8	Supply and installation of Kendarin stone, size 30*50*10/15, class B. The price includes the necessary excavations, soil compaction, duration and reinforcement, section 15*15 with grade 15 concrete, and the lining with cement and special oil paint in the color determined by the supervising engineer.	L.M	100	9	900	1196,98
12	Maintenance work for the existing canopy, its dimensions are 8m*16m and a height of 3m. The work includes filing and painting the existed nine concrete columns and steel tubes frames on the ciliengtreatindama areas, if any, and removing the existing shade and (replacing it with the climbing plants (Bougainvillea glabra,Wisteria Sinensis).	L.S.	1	1200	1200	1595,976
				TOTAL	10110	13446,098