

**TERMS OF REFERENCE FOR THE PRODUCTION OF A PARTICIPATORY DOCUMENT  
WITH KEY POLITICAL RECOMMENDATIONS FOR AN EFFICIENT WATER MANAGEMENT  
AT MEDITERRANEAN SUB-NATIONAL LEVEL.**

Budget code: EEP001

Project: METROMED

Imputation item: B1

**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 81 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 MetroMed project (Promotion of the Metropolitan and Intermunicipal Cooperation in the Mediterranean), led by MedCities and funded by the Barcelona Metropolitan Area (AMB), supports the role of metropolitan areas and local authorities in the region that contribute to social, economic and environmental cohesion and integration in the Mediterranean basin. More precisely, the project search to promote the international action of the AMB and MedCities in the global Mediterranean agenda as well as, facilitate a metropolitan governance and debate on metropolitan issues and challenges highlighting good practices issued from the Barcelona metropolitan area.

Water resources in the Mediterranean are scarce, limited, unevenly distributed and often mismatching human and environmental needs (MedECC, 2020). Climate change, in interaction with demographic and socio-economic drivers, has an increasingly challenging effects on the water cycle of the Mediterranean Basin. In addition, climate change impacts on urban areas are expected to be disproportionately high due to a concentration of population and assets together with hazard-amplifying conditions (e.g. heat island effect or increased water runoff and therefore floods due to soil sealing) (MedECC, 2020). Sustainable Water management in the Mediterranean is, therefore, a pressing issue that needs to be urgently addressed, and a challenge that needs to be tackled through strong transboundary cooperation and improved governance.

In this sense, the declaration of Marseille (2024) recognises the water as a fundamental human right and a common good for all humanity which, if poorly managed, can reinforce socio-economic inequalities. It also underscores that local and regional authorities in the Mediterranean play a crucial role in this process, given their growing responsibilities in water management and disaster prevention across the whole territory. In terms of public policies dedicated to water management, the territorial level confirms its legitimacy, competence, expertise and capacity for action. The declaration paves the way for the determination of specific actions towards an enhanced water management, through an increased knowledge and dissemination of water-related risks and solutions; spatial planning; resource preservation; diversification of resources; and local governance and financial mechanisms.

In the light of the process launched in 2024, MedCities, the Mediterranean Institute of Water (IME) and AVITEM, are willing to promote a regional debate between Mediterranean local and metropolitan authorities aiming at the identification of political recommendations stemming from and highlighting local action, in order to build a common voice towards the Euro Mediterranean Water Forum (Rome, October 2026) and the World Water Forum (Riyad, March 2027).

In this context, and under the MetroMed project actions and funded by the AMB, on October 16th MedCities, IME and AVITEM are co-organising an event taking place in Barcelona and hosted back-to-back with the World Metropolitan Summit which will take place from 15-17th October 2025.

The event will be called “Towards a Water-Resilient Mediterranean: Solutions from Local Authorities” and will be a mixed that should include political commitment and showcase good practices on WEFE solutions, precautionary planning and good governance to reduce consumption (see appendix 1: Concept Note of the Event). The final aim of this event will be to obtain a set of political recommendations which, based on practical and scientific evidence, and focused on the potential role of subnational authorities, could facilitate an enabling environment for local authorities’ efficient water management in the Mediterranean.

To do so, MedCities is looking for a service provider with a background on governance and water management-related issues in sub-national authorities. The service provider will be in charge of preparing the technical content of the event and facilitate a two workshops, so that to draft the final technical recommendations document based on the outputs from the whole sessions. The recommendations document will be validated in an online session by the participants.

### **1. Objective**

The objective of this service provision is the production of a participatory document with key political recommendations for an efficient water management at mediterranean sub-national level.

### **2. Scope of the services**

The scope and characteristics of the services are as follows:

The service provider will be in charge of performing the preparatory works for the smooth development of the “Towards a Water-Resilient Mediterranean: Solutions from Local Authorities” onsite event, besides 1 online workshops.

The provider will design and implement those in a manner that serves the final aim of the totality of the sessions: to draft a set of technical recommendations to facilitate the implementation of good water management practices at the sub-national level. These set of recommendations will feed the discussions in the World Water Forum 2026 for the development of a set of Political Recommendations.

The service provider will ensure that the sessions, and therefore the discussion, gathering of good practices, etc. will focus on the following sub-topics, always through the vision, scope and competences of local and other sub-national public authorities (metropolitan areas, regional governments, etc.):

- Challenges tackled: Flooding and Hydric Stress

- Solutions tackled (non-exhaustive list, other solutions can be included, but those included in this list will be prioritized):
  - o WEFE Nexus
  - o Non-Conventional Water Resources (NCWR) mobilisation
  - o Lowering of water demand from main consumers
  - o Urban planning for water usage optimisation

The provider, guided by MedCities, will perform the **preparatory works**. This will include:

- Analysis of the declaration of Marseille, its contents and revision in terms of potential role or local authorities in applying its recommendations and relevance of challenges included
- Analysis of relevant good practices showcased, and challenges discussed during the workshop, and preparation of a good practices draft of political discussions based on it (*Deliverable 1. Deadline: September 30<sup>th</sup> 2025*).

The provider will provide support on the **preparation of the “Towards a Water-Resilient Mediterranean: Solutions from Local Authorities” event** (Thursday 16<sup>th</sup> of October). This will include:

- Provide support to MedCities in the drafting of the agenda of the workshop “Towards a Water-Resilient Mediterranean: Solutions from Local Authorities” on Thursday 16<sup>th</sup> of October. This session will include three sub-sessions: “The Nexus Between Energy, Water and Biodiversity in Urban Water Management”; and “Resilience in Water Management in Mediterranean urban areas: crisis response and precautionary planning of resources and the territory”, and “Building a shared risk culture : strategies and alliances for reduced demand”, finalising in common discussion aiming to provide a set of solutions and proposals from the Local authorities towards the Mediterranean Water Forum. The service provider should ensure the note taking of all these sessions.
- Provide support to MedCities in the tackling and mobilising relevant actors in relation to the water-related tackled issues at the sub-national level.
- Creating and facilitating two working sessions that should last maximum 2 hours, one in English and one in French, to craft a joint position document in which we can issue a set of political recommendation specific from Mediterranean local authorities.
- The whole event should use a methodology to ensure that the format of proposed sessions contributes to foster discussion and gathering of meaningful and common inputs, to nourish the political recommendations document, based on the technical challenges and needs from a sub-national public authorities’ perspective.
- During the event, give support to MedCities in the organization of the sessions and guiding the discussions to ensure fulfilment of the objectives.
- Preparation of a summary document of the event including the detail of each session (*Deliverable 2. Deadline: October 7<sup>th</sup> 2025*)

- Summary and notes of the whole event (*Deliverable 3: Deadline: October 30th 2025*). Based on the good practices, common challenges, strengths, needs detected, and political recommendations discussed during the workshop, the service provider will update D1

The service provider, supported by MedCities, will organise and implement a **two-hours-long online workshop**, which will be held online approximately a month after the on-site workshop. This online session will have the aim of obtaining a final document of technical recommendations for better water management at public authorities of sub-national level.

This will include:

- Organisation and animation of the session, including the preparation of the presentation of the policy recommendations document for its revision and gathering the inputs, proposals for modifications and new incorporations during the on-line session, and the necessary materials to foster discussion during the online session.
- Gather all inputs, proposals for modifications and new incorporations.

At the end of the process, the service provider will deliver the final document of political recommendations for enhanced water management in Mediterranean sub-national authorities, ready for its presentation during the Euro-Mediterranean Water Forum. (*Deliverable 4. Deadline: December 15<sup>th</sup> 2025*).

### **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, 2025. The service will be carried out in the premises of the service provider and Barcelona.

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 €6.000 (all taxes included). If the bidder has its tax domicile in Spain, the maximum amount will be €7.260 including the VAT rate valid on the date of the publication of these terms of reference which is 21%.

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.

2 invoices are required according to the following details:

- 50 % of the total amount after the delivery of D1 and D2 (October 2025)
- 50% of the total amount after the delivery of D3 and D4 (December 2025)

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 each phase.

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](mailto: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. 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](mailto:contact@medcities.org)

- Proposal submission deadline: 26th August 23:59 CET.
- The subject line of the email should specify "Service offer for the production of a participatory document with key political recommendations for an efficient water management at mediterranean sub-national level "

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:

- Detailed offer of the services.
- 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.
- 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](mailto: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.

MedCités 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, August 5<sup>th</sup> , 2025

Josep Canals Molina  
MedCités Secretary General

**General Secretariat**

Àrea Metropolitana de Barcelona – Carrer 62, núm. 16-18 Edifici B, Zona Franca, 08040 Barcelona, SPAIN  
Tel. (+34) 93 506 93 58 – Fax (+34) 93 223 48 49 – [contact@medcities.org](mailto:contact@medcities.org) – [www.medcities.org](http://www.medcities.org)

Session Concept note

**Towards a Water-Resilient Mediterranean:  
Solutions from Local Authorities**

in the framework of



Barcelona

Thursday 16<sup>th</sup> of October, 2025

Session organised by:



Funded by:



## Background

Water resources in the Mediterranean are scarce, limited, unevenly distributed and often mismatching human and environmental needs (MedECC, 2020). Climate change, in interaction with demographic and socio-economic drivers, has increasingly challenging effects on the water cycle of the Mediterranean Basin. In addition, climate change impacts on urban areas are expected to be disproportionately high due to a concentration of population and assets together with hazard-amplifying conditions (e.g. heat island effect or increased water runoff and therefore floods due to soil sealing) (MedECC, 2020). In this context, on June 2025 the EU has issued its Water Resilience Strategy, which includes different flagship initiatives to work towards water resilience.

Sustainable Water management in the Mediterranean is, therefore, a pressing issue that needs to be urgently addressed, and a challenge that needs to be tackled through strong transboundary cooperation and improved governance. In this sense, the declaration of Marseille (2024) recognises the water as a fundamental human right and a common good for all humanity which, if poorly managed, can reinforce socio-economic inequalities. It also underscores that local and regional authorities in the Mediterranean play a crucial role in this process, given their growing responsibilities in water management and disaster prevention across the whole territory. In terms of public policies dedicated to water management, the territorial level confirms its legitimacy, competence, expertise and capacity for action.

The declaration paves the way for the determination of specific actions towards an enhanced water management, through an increased knowledge and dissemination of water-related risks and solutions; spatial planning; resource preservation; diversification of resources; and local governance and financial mechanisms.

In the light of the process launched in 2024, MedCities, the Mediterranean Institute of Water (IME) and AVITEM, promote a regional debate between Mediterranean local and metropolitan authorities aiming at the identification of political recommendations stemming from and highlighting local action, in order to build a common voice towards the Euro Mediterranean Water Forum (Rome, October 2026) and the World Water Forum (Riyad, March 2027).

The event will take place in Barcelona on October 16<sup>th</sup> and will be hosted back-to-back with the World Metropolitan Summit, organised by the Barcelona Metropolitan Area from 15-17<sup>th</sup> October, 2025.

## Objective

Obtain a set of political recommendations which, based on practical and scientific evidence, and focused on the potential role of subnational authorities, could facilitate an enabling environment for local authorities' efficient water management in the Mediterranean.

## **Programme**

**Thursday 16<sup>th</sup> of October, 2025**

**Place:** Barcelona, venue to be confirmed

**09.00 Welcoming remarks**

**09.30 Towards a Water-Resilient Mediterranean: a political debate between Mediterranean local authorities**

**10.30 Coffee break**

**11.00 Interactive sessions: “Practice to policy interface: showcasing Mediterranean local solutions”**

- **The Nexus Between Water, Energy, Food and Ecosystems in Urban Water Management**

Session focused on the strong interlinks between Water-Energy-Food and Ecosystems, and their implications for water-management issues. It will also explore the potential of the WEF nexus as an integral and multisectorial governance approach

- **Resilience in Water Management in Mediterranean urban areas: crisis response and precautionary planning of resources and the territory**

Session focused on sharing mainstreamed practices in terms of climate adaptive water management, taking into consideration the risks of floods and drought in the region

- **Building a shared risk culture : strategies and alliances for reduced demand**

This session will explore successful practices to engage with main urban water consumers and pave the way towards lowering water demand.

**13.30 Lunch break**

**14.30 Working session: “Towards the Mediterranean Water Forum: crafting a joint position and an enhanced role for Mediterranean local authorities”**

The workshop will foster discussions towards a common declaration and alignment document. The set of political recommendations resulting from this session will be revised and submitted to validation in an online session following the event. The common position will be presented in the 2026 Euro- Mediterranean Water Forum.

**16:30 From Barcelona to Rome: conclusions and next steps**

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