# Call for Proposal

**Ref. no.: FO/CFP/04/2020-166**

## Development of Associated Sector for Bibi Jawindi Monument Complex - Integrated Site Management Plan

<table>
<thead>
<tr>
<th>Location</th>
<th>Pakistan (Punjab)</th>
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<tbody>
<tr>
<td>Type</td>
<td>Individual Consultant Contract</td>
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<tr>
<td>Languages</td>
<td>English</td>
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<tr>
<td>Duration:</td>
<td>Six months from the date of signing the contract</td>
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### Background information

The Government of the Punjab, with the support of a World Bank loan, has launched the Punjab Tourism & Economic Growth (PTEG) project (2017-2022). The project aims to contribute to the economic development of Punjab by promoting effectively managed tourism to cultural heritage sites of religious interest. Within the PTEG project, UNESCO Islamabad will be providing technical assistance to the Government under a sub-project “Protection & Promotion of Cultural Heritage of Punjab through Sustainable Tourism and Economic Growth (2018-2021)”. The purpose of this sub-project is to ensure that a sustainable tourism development approach is applied for the protection of selected sites and museums through sustainable management policies and institutional reform; and that economic growth and cultural pluralism amongst the local communities are also evidenced as a result.

These objectives will be addressed by supporting the Government in developing integrated site management plans based on international best practices and building the capacity of the relevant stakeholders to implement the plans; tap the economic potential of the cultural and creative industries creating opportunities of livelihood for the local communities; and to promote cultural pluralism through cultural awareness and heritage education. The project directly contributes to SDGs 4.7, 5.5, 8.3, 8.9.10.2, 11.4 and 17.17.

The project includes six sites that include Sikh Gurdwaras, Hindu temples, Buddhist stupas and Sufi shrines. The Muslim Sufi shrine selected as part of this sub-project is the Bibi Jawindi Monument Complex. According to the UNESCO tentative list, the site includes 5 buildings: 3 tombs, a mosque and a mausoleum.

The integrated site management plan for the site is to include a management framework and heritage site conservation plan supported by four associated sector plans:

1. Sustainable Tourism Management Plan;
2. Disaster Risk Management Plan;
3. Community and Local-Socio-Economy Development Plan;
4. Regional Plan (Physical Planning/Development Controls);
5. The services of a national/international expert are required for the development of an Outline Development plan that is to include the four associated sector plans.

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1 Guiding principles, interventions designed and associated sector plans to be developed in accordance with World Bank Operational Policies 4.01 on Environmental Assessment, Operational Policies 4.11 on Physical Cultural Resources, and Operational Policies 4.12 on Involuntary Resettlement.

2 UNESCO Inception Report to PTEGP outlines associated sector plans.
### Objectives

The objective of the associated sector plans for Bibi Jawindi Complex is to ensure that site management planning includes recommendations for sustainable development of tourist potential, development of the creative economy by creating opportunities for the local communities, and for disaster risk mitigation and management of the site.

### Tasks

Under the direct supervision of the National Project Officer (Culture), and in close consultation and cooperation with concerned staff of the UNESCO Islamabad Office, and relevant government counterparts and stakeholders, the partner will undertake the following activities:

**Deliverable 1: Submission of Brief report on the Work Plan and Time Schedule, within 10 days of signing of contract**

1. Conduct a rapid review of relevant data and information pertaining to the four areas identified within the context of the Bibi Jawindi Monument site.

2. Coordinate with the national expert, developing the heritage conservation and management framework, for the integrated site management plan.

**Deliverable 2: Submission of Preliminary Situational Analysis Report**


4. Develop Costed Implementation framework (action plan) for the Associated Sector Plans including phasing and administration, suggestions for longer-term institution arrangements for governance and management of the heritage site.

**Deliverable 3: Submission of (4) Associated Sector Plans**

5. Conduct orientation briefing sessions with the relevant stakeholders including Archaeology Department, Auqaf Department, Planning & Development Department in Lahore; District Administration in Bahawalpur; local communities, stakeholders and site custodians.

**Deliverable 4: Submission of Brief Report on Orientation Briefing Sessions**

### Deliverables

The national/international expert will produce the following outputs during the course of the assignment:


3. Submission of Associated Sector Plans (4)
   a) Tourism Management Plan for Bibi Jawindi Complex
   b) Disaster Risk Management Plan for Bibi Jawindi Complex
   c) Community and Sustainable Development Plan for Bibi Jawindi Complex
   d) Regional Planning (Physical Planning and Development Controls) for Bibi Jawindi Complex

4. Submission of Brief Report on Orientation Briefing Sessions with Provincial Government (P&DD), relevant departments including Archaeology and Auqaf Departments, district administration Bahawalpur, site custodians and other local stakeholders.

### Eligibility criteria

Proposals from both international and national experts with the following qualifications will be accepted:

**Mandatory:**
- The individual expert must be either a professional architect, engineer, urban planner, tourism management expert, sociologist or relevant development sector specialist with an advanced university degree
- The individual expert must have more than 15 years of experience in development planning.
- The expert must have strong technical skills of analysis and excellent written and oral communication and report writing skills in English.

Desirable:
- Experts with prior experience with international agencies - the United Nations, UNESCO, World Bank or Asian Development Bank will be preferred.
- It is desirable for the expert to have previous experience of working within the region (especially South Punjab)

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<tr>
<th>Minimum Content of Proposal</th>
<th>1. Please submit a detailed technical proposal (70% weightage) consisting of the following:</th>
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<tr>
<td></td>
<td>a. Up-to-date Curriculum Vitae with references of previous work pertaining to heritage management and/or urban development. <em>Please only include relevant experiences.</em></td>
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<td></td>
<td>b. How you understand UNESCO proposal: (Describe your understanding and responsiveness to the objective, TORs and deliverables and include detailed description of the manner in which the organization would respond to the TOR and achieve the required deliverables)</td>
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<td></td>
<td>c. Approach: (how you intend to carry out the assignment to make it the most fruitful)</td>
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<td>d. Implementation Methodology: (Describe in detail the methods, techniques and tools involved to deliver the TORs and achieve the given objectives). <em>The methodology must be informed by knowledge of local context and display sense of innovation and sustainability.</em></td>
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<td>e. Provide a realistic work plan and timeline (implementation time table).</td>
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2. A financial proposal (30% weightage), with amount to be charged for the assignment and specifying monthly rate, which should be quoted in United States Dollars. The financial proposal should also include the cost of travel (including realistic rates of travel, accommodation and logistic arrangements).

*NOTE: The consultant will have to comply with UNDSS travel procedures including UNDSS approved hotel/s and rental vehicle*

Please organize your submission in two PDFs. The first should include your technical proposal and CV. The second PDF should be a signed and stamped financial proposal. Both PDFs should be named as [Name of Document (Technical Proposal/Financial Proposal)-042020166-Name of Individual Expert](#). For example: Technical Proposal-042020166-John Doe).

*Interested candidates must fill and submit the attached Vendor Form along with scanned copy of Passport and duly certified Bank Maintenance Certificate, along with the Technical & Financial Proposal.*

Failure to follow the submission guidelines and incomplete proposals may lead to disqualification. The proposal and any supporting documents must be in English. Submissions will be acknowledged by email upon receipt but ONLY selected candidates/experts will receive further notification and correspondence. It is the applicant’s responsibility to ensure that the proposal is received by the deadline.
| **Deadlines to submit proposal** | The national/international experts interested in responding to this call, depending on their skills and expertise, may submit their proposals along with the attached vendor ID form and scanned copy of the passport and bank maintenance certificate at email [islamabad@unesco.org](mailto:islamabad@unesco.org) by **20 May 2020**.  
For any enquiry, please contact Ms. Amina Ali, National Project Officer (Culture), UNESCO Islamabad at email [islamabad@unesco.org](mailto:islamabad@unesco.org) latest by **18 May 2020**. |