

## Call for Proposal

The purpose of the Call for Proposal (CFP) is to solicit interest from existing or prospective implementing partners that wish to contribute to a UN-Habitat project and its activities, and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as outlined below and subsequently agreed in an Agreement of Cooperation.

### Rehabilitation and Reactivation of Public Spaces Affected by the Beirut Port Explosion

**Maximum size of grant: US\$ 90,000**

#### Purpose of CFP

UN-Habitat Lebanon is launching a CFP to seek partnership in the rehabilitation and reactivation of several public spaces located in blast affected areas within Beirut municipality, namely in Mar Mekhayel and Sioufi sub-neighbourhoods with the aim to revive social atmosphere in public spaces affected by the explosion.

Eligible non-profit organizations (referred below as implementing partner) are invited to submit proposals that should contribute to the achievement of the overall goal and implementation of the project, yet considering the safety, inclusivity, mobility, and accessibility of urban gardens and public spaces affected by the Beirut Port explosion.

- **Submission deadline date and time: 15 December 2021, 18:00 p.m. Beirut time.**
- **Proposals to be submitted in soft copy stamped and signed before deadline via e-mail to [unhabitat-lebanon@un.org](mailto:unhabitat-lebanon@un.org).**

#### Key project information

**UN-Habitat project title:** Support the rehabilitation and reactivation of public spaces in areas impacted by the Beirut port explosion, with focus on bringing back social interaction and cohesion to the targeted spaces.

- **Location:** Mar Mikhael and Sioufi, Beirut, Lebanon
- **Anticipated start date:** December 2021
- **Estimated duration of project in calendar months:** December 2021 – March 2022 (3 months)
- **Maximum proposed value in US\$:** 90,000
- **Lead organization unit:** UN-Habitat Lebanon Country Programme.

### **Brief background of the project**

On 4 August 2020, a massive explosion rocked the port of Beirut. The impact of the explosion on the built environment extended 6km from its epicentre causing severe damages at the level housing, public spaces and municipal services. It is estimated that more than 300,000 people were directly impacted by the blast, including 60,000 families who have their homes damaged, with many thousands displaced due to being evacuated following severe structural damages within their homes.

The impact of the explosion adds to the already critical economic and financial situation in the country due to the longstanding political divide and to the COVID-19 pandemic.

The explosion had also a significant impact on numerous public spaces in the affected neighbourhoods, rendering them inactive, deserted, and inaccessible. In addition to the damages in thousands residential buildings, sever damages occurred in public facilities such as gardens, urban pockets, sports facilities... and public buildings such as schools, hospitals, health centres, public and private administration, etc.

Fully aligned with UN-Habitat's Strategic Plan 2020-2023, particularly under Domain of Change 1 on **spatial inequality** and Domain of Change 4 on **urban crisis response**, UN-Habitat Lebanon's Country Programme Document for 2021-2023, and as part of the wider response to the Beirut Port explosion and COVID-19, the Lebanon country Programme is providing tangible and direct support for the reconstruction and rehabilitation of most vulnerable urban areas in Beirut, impacted by the port explosion through participation and promoting the area-based approach concepts.

In this call for proposal, UN-Habitat is looking for a non-governmental organization (NGO) to serve as an implementing partner for the rehabilitation and reactivation of multifunctional public spaces contributing to Sustainable Development Goals, specifically SDG11.7: *“by 2030, provide universal access to safe, inclusive and accessible, green and public spaces, particularly for women and children, older persons and persons with disabilities”* and aligning to UN-Habitat's global guidance and messages on “COVID-19 and public spaces”.

Moreover, interested applicants should: demonstrate relevant experience in stakeholder engagement, citizen participation, assessments, quality design, for the development of multifunctional public space.

All interventions to be proposed must show how direct users of the targeted spaces especially the vulnerable groups (elderly, women, youth and children, local, refugee, migrants, etc.) will be fully included in site design, rehabilitation, use, and management of the public space(s).

For maximum positive effect on the targeted neighbourhoods, the implementing partner must show that the proposed intervention is not a site-specific intervention, but it has a wider impact on urban life in the neighbourhood, including social cohesion, by linking it to the ongoing projects or initiatives taking place. Also, it must demonstrate that the proposed interventions will address COVID-19 concerns from a public space angle.

**The outcome of the project:** Improving and re-activating public spaces and urban garden(s) in Mar Mikhael and Sioufi through enhancing the amenity, connectivity, accessibility, inclusivity, cleanliness, vitality, and safety conditions of community users.



Figure 1: Location of the proposed three sub-projects on map

The project aims to rehabilitate and reactivate two public spaces: [Laziza Park](#) and [William Hawi](#) public garden located in Sioufi area. While the two plots are located close-by (distance between them 280m), yet they serve different communities and population groups. The two spaces are connected through narrow alleyways on which old substandard houses are built on both sides. The targeted area is largely used by pedestrians passing by as it connects through the alleyways, the upper side of Mar Mekhayel with Geatewi main road (see map).

### Main activities and outputs

The Implementing Partner will have to accomplish 3 key interventions as follows:

#### 1. Rehabilitation and activation of William Hawi Public Garden (Sioufi) – budget: US\$ 20,000

The space is owned by the Municipality of Beirut (MoB) and has been closed for two years since the October 2019 civil uprising. The garden is located amidst a highly populated community connecting



Mar Mikhael, Sioufi and Geatewi sub-neighbourhoods. The area involves a high percentage of migrant workers who share apartments in substandard buildings located in narrow alleyways.

The rehabilitation of the public space shall be conducted using participatory design approaches to ensure that the needs and aspirations of the local population groups are met. Final design should be discussed and endorsed by the MoB. The proposed design should take into account the needs of different community groups; elderly, women, youth, people with disabilities and children, and should allow for undertaking multiple social and recreational events by different actors within the garden.



Figures 2-5: William Hawi Public Garden

## ***2. Rehabilitation and activation of an urban garden “Laziza Park” – budget: US\$ 15,000***

This space which is located next to Laziza stairs in Mar Mikhael is being utilized by several organizations prior and after the blast to implement interactive activities with the surrounding communities. This space could be transformed into a place whereby marginalized community groups, elderly, poor Lebanese and migrant workers, living in the surrounding neighborhood would undertake in an inclusive manner multiple social and recreational activities within the space. At the same time, the place could serve as an educational place for school kids to learn about trees and plants and spend some time in the urban garden. Additionally, a small public library could be included.



Figure 6: Aerial view of Laziza Park – <https://g.page/laziza-park?share>

In order to fully achieve the different interventions, the implementing partner will be undertaking, but not limited to, the following main activities in both locations:

- Site specific assessments to identify the key issues in the selected spaces.
- Conducting at least two participatory workshops for each site involving different beneficiary groups to that address the design, development, and maintenance of targeted public spaces applying various tools of community engagement and participatory approach, including mainstreaming COVID-19 awareness and response.
- Close coordination with the MoB and other potential public stakeholders to ensure sustainability and continuity of activities within the two spaces.
- Identify and select key local actors from the targeted neighbourhoods, such as active community members, to take part in the project from the planning to the execution phase to ensure increased ownership and better maintenance and sustainability of the projects.
- Implementation of smart and sustainable innovative interventions that can improve the use of the spaces and the overall quality of users' life, taking into consideration the COVID-19 pandemic restrictions. These interventions can be, but not limited to, pedestrian crossings, distant seating areas, shading structures, signs, plant beds, outdoor lighting, etc.
- Undertake community recreational and educational activities using the space. This will include but not limited to, local street markets, awareness raising sessions to elderly, women, and youth through recreational activities conducted in the public spaces, inviting schools' administrations to conduct outdoor classes using the spaces, international cooking day involving host and migrant communities as well as other foreigners residing in the area, etc.
- Prepare the infrastructure for undertaking community activities regularly. This involves equipping spaces with removable structures that could be used for multiple activities.
- Supply and install outdoor lighting in both spaces and connect them to the electricity grid fed through the solar panels' system.

- Development and documentation of adopted tools and methodologies.
- Propose an operation and maintenance strategy to sustain the implemented interventions.
- Provision of in-kind contribution by the implementing partner.

**3. Installation of a solar energy system to provide power to public spaces including streetlights**  
**Budget: US\$ 55,000**

The implementing partner will have to design, install and commission an on-grid and off-grid photovoltaic system to:

- Generate sufficient power supply to illuminate both spaces and the streets/alleyways connecting them.
- Provide sufficient power to a local NGO and/or social service provider in the area.

For this the implementing partner will be responsible to identify, locate, and secure a convenient roof within the targeted area to install the solar panels, and to house the batteries, inverters and other accessories safely in an adequate technical room. A letter from the owner on the use of the roof to be secured. The implementing partner is also requested to coordinate with the MoB for the connectivity and the location of street lighting fixtures. It’s advisable to install LED lighting fixtures, and to replace conventional lamps with LED of similar luminosity intensity.

**Risk analysis**

<b>Risks</b>	<b>Mitigation factors</b>
Unstable situation and fast changing context in Lebanon, with continued risk of road blockages, increase of COVID-19 cases and lockdown, protests and political tensions.	Security contingency plans for the project personnel. Contingency plans allowing for delay of certain activities
Interest and level of engagement of the municipality and the Governor of Beirut.	Continuous and close coordination with the municipality and governorate of Beirut.
Local community does not show enough commitment throughout implementation process.	Already established solid partnership with the local community in addition to the close work and active commitment of the municipality will ensure proper engagement of targeted groups throughout the implementation process.
Misuse and lack of interest of local stakeholders and residents with the interventions.	Raising the awareness among the local stakeholders about the importance and benefit of the interventions.
Delays in the implementation process	Continuous sharing of information with the implementing partner and key stakeholders, and specific attention to be paid to complete and accurate plans responding to all the project objectives and requirements.
Lack of local workers commitment.	Availability of pending list for additional workers.



### Eligibility criteria

Criteria	Submission details/documents required
Legal Status	<ul style="list-style-type: none"> <li>• Certificate of registration/incorporation i.e.,</li> <li>• Proof of registration in Country of Origin.</li> <li>• Proof of registration of Country of operation</li> <li>• <b>Proof of country operational presence</b></li> </ul>
Organization profile and details	<ul style="list-style-type: none"> <li>• Clear organization profile and structure of the organization indicating:               <ul style="list-style-type: none"> <li>○ Organization’s vision, mission and objectives</li> <li>○ Management structure</li> <li>○ Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document</li> <li>○ Proof of membership to professional associations if any.</li> </ul> </li> </ul>
Financial Capacity	<ul style="list-style-type: none"> <li>• Audited company financial statements (balance sheet and income statement) and auditors report for the last two years</li> </ul>
Exclusive bank account	<ul style="list-style-type: none"> <li>• Is the organization willing and able to have a separate bank account for the funds provided by UN-Habitat?</li> </ul>
Integrity and Governance	<ul style="list-style-type: none"> <li>• The organization should complete and submit a signed Partner Declaration Form</li> <li>• Provide the profiles of the Chairperson of the Board of Directors, Head of the Organization and Chief of Finance</li> </ul>

### Selection criteria

Criteria	Submission details/documents required	Weighting
<b>1. Technical capacity</b>		<b>20%</b>
<p><b>1.1</b> Does the organization have the relevant <b>experience and proven track record</b> in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?</p>	<ul style="list-style-type: none"> <li>• List of projects executed in the last 2 years (value, location, donors, nature of projects, execution stage – completed or ongoing).</li> <li>• Demonstrate how the experiences in past projects are relevant in the execution of the current proposal</li> <li>• References from past donors</li> </ul>	
<p><b>1.2</b> Does the organization have <b>qualified technical staff</b> with the experience and the technical skills required by the project? What is the staff size, type, qualification and education background?</p>	<ul style="list-style-type: none"> <li>• CVs of key management staff, technical and non-technical staff that will be involved on the project</li> <li>• How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project?</li> </ul>	

<p><b>1.3</b> Does the organization have a clear and strong link with <b>an identifiable constituency</b> relevant to the targeted population of the project? Does it have the ability to impact on the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?</p>	<ul style="list-style-type: none"> <li>• Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population.</li> </ul>	
<p><b>1.4</b> Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?</p>	<ul style="list-style-type: none"> <li>• Provide location and list of office facilities, vehicles and office equipment locally available to implement the</li> </ul>	
<p><b>1.5</b> Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures...)</p>	<ul style="list-style-type: none"> <li>• Provide formal project monitoring policies and procedures</li> </ul>	
<p><b>2. Financial and administrative capacity</b></p>		<b>15%</b>
<p><b>2.1</b> Has the organization been in operation over a period of at least 2 years to demonstrate its <b>financial sustainability</b> and relevance?</p>	<ul style="list-style-type: none"> <li>• State the years of operation</li> <li>• Financial statements for the last 2 years</li> </ul>	
<p><b>2.2</b> Does the organization have <b>qualified staff in Finance</b>? Is the current <b>accounting system computerized</b> and does have the capacity to collect and provide separate financial reports on the activities executed under the Agreement of Cooperation? Does it have systems and practices to monitor and report whether the project deliverables and expenditures are within agreed time and budget? Does it have minimum segregation of duties in place (separation between project management, finance/accounting and executive office)</p>	<ul style="list-style-type: none"> <li>• CVs of key finance and accounting staff</li> <li>• Description and key features and controls of the accounting system used</li> <li>• Organization structure/ Organogram</li> </ul>	
<p><b>2.3</b> Does the organization have the capacity to procure goods and services on a transparent and competitive basis? (if applicable) check for procurement unit with experienced staff</p>	<ul style="list-style-type: none"> <li>• Copies of procurement policies and procedures. The procedures should show how you procure locally and internationally.</li> </ul>	
<p><b>2.4</b> Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?</p>	<ul style="list-style-type: none"> <li>• Describe anti-fraud controls and provide formal procedures</li> </ul>	



<p><b>2.5</b> Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.</p>	<ul style="list-style-type: none"> <li>Describe nature and value of contribution (in-kind or cash)</li> </ul>	
<p><b>3. Financial proposal</b></p>		<p><b>25%</b></p>
<p><b>3.1</b> Is the budget for each component of the activity to be performed by the Implementing Partner            (i) cost-effective (i.e. the cost should be economical and prudently estimated to avoid any under/over estimation)            (ii) justifiable/well supported and            (iii) accurate and complete</p>	<p><b>Budget proposal</b> (<i>see attached template</i>)</p> <ul style="list-style-type: none"> <li>BOQ (if applicable)</li> <li>Other supporting documents</li> </ul>	
<p><b>4. Technical proposal</b></p>		<p><b>40%</b></p>
<p>4.1 The technical proposal is sound and responds adequately to the specifications and requirements?</p>	<p><b>Technical proposal document</b> (<i>see attached template</i>)</p>	
<p><b>Cumulative score for ratios</b></p>		<p><b>100%</b></p>

**Notes:**

1. Interested organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.).
2. The CFP and accompanying documents must be received in accordance with instructions provided. CFP submitted to a different email address other than the specified one will not be considered.
3. CFP from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.
4. CFP received after the above deadline will not be considered
5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat Implementing Partner Management policy and Standard Operating Procedures.
6. CFP from applicants failing to provide the requested information will be disregarded.
7. This CFP does not entail any commitment on the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all Proposals without incurring any obligation to inform the affected applicant(s) of the grounds.
8. All prices must be in US\$.