

TERMS OF REFERENCE

Request for Quotations

“Services Required for Consultant”

Project:	Strengthening provision of Municipal Service to the Citizens through improved Local Governments
Assignment:	Consultancy Services
Last date to apply:	June 24th 2021 (11:00 AM)
Submission to:	hr.cpdi@yahoo.com

About CPDI

Centre for Peace and Development Initiatives (CPDI) is an independent, non-partisan and a not-for-profit civil society organization working on issues of peace and development in Pakistan. It is registered Under Section 42 of the Companies Ordinance, 1984 (XLVII of 1984). It was established in September 2003 by a group of concerned citizens who realized that there was a need to approach the issue of peace and development in a an integrated manner. CPDI is a first initiative of its kind in Pakistan. It seeks to inform and influence public policies and civil society initiatives through research-based advocacy and capacity building in order to promote citizenship, build peace and achieve inclusive and sustainable development. Areas of special sectoral focus include promotion of peace and tolerance, rule of law, transparency and access to information, budget watch, media watch, election watch and legislative watch and democratic development.

Deliverables:

1. Facilitate and attend meetings with the stakeholders including relevant government departments and development partners. This includes identification of specific statutory rules to be drafted during the meetings.
2. To advise the project team about the gaps that exists in the rules regarding municipal services and local governments.
3. To draft amendments in relevant laws, rules, procedures, by laws or guidelines for the Improvement of municipal services and local governments; to draft set of new rules as may be required by the local government department of the attached institutions. At least 2 such rules will be drafted which will support the implementation of Local governments system and municipal service provision.
4. The work to be performed under this contract will require prior approval from the line manager; whereas the exact nature and scope of the drafting of amendments or new rules will be determined and communicated after consultation with and go ahead from the local government departments and attached bodies.
5. Any other task related to the aforementioned deliverables.

Required Qualifications:

1. Development expert on local government with the experience of more than 20 years.
2. Expert in proposing institutional reforms
3. Legal expert having experience of working and lesioning with KP local government department with the established capability to determine institutional structures and mechanisms for establishing and reforming local governance system

4. Expert in Developing Rules and by-laws for Tehsil and VC/NC under the LG System KP
5. Conduct technical research, analysis, extensive consultation with mid-ranking and senior staff, observing operations and developing recommendations for development and endorsement of statutory roles
6. Ability to adapt the scope of work and be flexible in the delivery of said work.

Selection criteria: Experience in relevant field and most cost effective on financial terms

How to Apply

Interested Individuals can send proposal financial and technical (CV) at hr.cpdi@yahoo.com

*Late submission will not be entertained.