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ADVANCING KOSOVO TOGETHER – LOCAL SOLUTION PROGRAM

REQUEST FOR PROPOSALS AKT-LS-RFP- 004

Issuance Date: **June 24, 2016**

Submission Closing Date & Time: **July 25, 2016 at 16:00pm**

Dear Applicants,

USAID Advancing Kosovo Together-Local Solution (USAID AKT-LS) through its Municipal Development Component is seeking proposals **for Support to Municipalities on developing Municipal Socio Economic Development Plans**.

The award bidder shall conceptualize the **Support to Municipalities on developing Municipal Socio Economic Development Plans** that shall assist AKT - LS in developing the Municipal Socio Economic Development Plans for Gjilan/Gnjilane, Štrpce/Shtërpçë, Obiliq/Obilić and Gračanica/Gračanicë Municipalities.

The scope of work is comprised of the following main deliverables:

- 1. Detailed methodology and action plan with deadlines agreed with the Project**
- 2. Draft Guidelines/Template on the content of Socio Economic Development Plan**
- 3. Hold 4 Workshops with 4 targeted municipalities presenting Guidelines on Local Development Strategic Plan**
- 4. Ongoing support with 4 Municipalities during the process of drafting strategic plans**
- 5. 4 Strategic plans finalized with the support of consultant**
- 6. Final report on key project activities to be submitted upon the completion of all activities foreseen by the project**

The purpose of this RFP is to contribute towards the achievement of Advancing Kosovo Together – Local Solution program objectives, especially 1, 2 and 3 in the four above mentioned municipalities which are:

Objective 1: Improve autonomous, horizontal communication between: (a) Kosovo Albanian and non-majority communities; and (b) the GoK and non-majority communities;

Objective 2: Improve economic opportunities in target municipalities;

Objective 3: Increase the efficiency and capacity of target municipal administrations to respond to the needs of all their citizens.

Award Information

For all inquiries concerning the contents of this RFP you can contact the Grants Manager, on tel: 038 249 677/678 or email (grants@kcdf.org) no later than **July 08, 2016**. AKT - LS will respond to any question(s) received by **July 17, 2016**.

Please submit your proposal in a sealed envelope no later than **July 25, 2016, 16:00 PM** to: the Grants Department, CDF Project Office Advancing Kosovo Together - Local Solution, str. Sejdi Kryeziu no. 32, Peyton, Prishtina. If the submitted proposals are not packaged and marked as required by Preparation and Submission of bids or they are received after the date and time set for admission, then such Proposals may be disqualified. **It is essential that you visit our website www.kcdf.org/AKT-LS for the full Request for Proposal.**