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1. BACKGROUND INFORMATION

1.1. Beneficiary country

Republic of Macedonia

1.2. Contracting Authority

Rural Development Network of RM

2. OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1. Overall objective

The overall objective of the project of which this contract will be a part is as follows:

Specific objective 1: To strengthen the capacity of CSOs and CSO networks which contribute to sustainable socio-economic development of rural areas in the Western Balkans and Turkey for active participation in policy planning and implementation, and building strong civil society in rural areas; and to enhance regional development through networking and cooperation.

Specific objective 2: To build partnership of CSOs and CSO networks with public institutions and their involvement in decision making and governance processes, for the well-being of rural communities in those countries.

2.2. Purpose

The purpose of this contract is as follows: preparation of Study of national frameworks for sustainable rural development in Macedonia.

2.3. Results to be achieved by the Consultant

- transfer of knowledge relating principles, standards, experience and methodologies about sustainable rural development management
- preparation document "Study of national frameworks for sustainable rural development".

3. ASSUMPTIONS & RISKS

3.1. Assumptions underlying the project intervention

Assumptions related to project results:

- Public- civil dialogue
- Motivation of stakeholders to participate in development inter-sectorial cooperation.

Assumptions related to Specific objectives:

- Positive political climate and normal economic stage of affairs in Macedonia.

3.2. Risks

- No risks

4. SCOPE OF THE WORK

4.1. General

4.1.1. Description of the assignment

Actions of CSO and the CSO network are a set of complex actions that require the possession of various knowledge and skills. Because of the complexity and the required capacity, association of organizations in the Network enables the rational use of capacity and good information exchange, which creates long-term preconditions for the successful sustainable development of rural communities.

The objective of this study is to provide new knowledge for improvement of the capacity of CSO and CSO networks for action on development and support of rural development activities at local and national level comparing Macedonian legislation and strategies with the ones adopted in European Union.

The study will take 8 days and will be published on web site of the project and the Rural Development Network of RM.

The study will elaborate the following topics:

- Development and support of sustainable rural development activities,
- Macedonian and strategies and the ones adopted in European Union,
- National legislative gaps and needs and EU standards,
- Familiarizing with EU policies and experiences,
- Necessary next steps in improvement framework for sustainable rural development.

4.1.2. Geographical area to be covered

Republic of Macedonia

4.1.3. Target groups

Civil society organisations, public authorities, business sector, individuals, education institutions.

4.2. Specific activities

- analyzing legislation about sustainable rural development in EU and Macedonia,
- analyzing strategies about sustainable rural development in EU and Macedonia,
- description framework for sustainable rural development of Macedonia,
- description recommendation for next steps of Civil Society Organisation and CSO networks for possible improvement of framework for sustainable rural development in Macedonia and achieving EU level.

Duration for realization is 8 working days.

Language of document: Macedonian.

Deadline is 28th December, 2016.

In preparing this section, particular attention should be given to ensuring the sustainability and dissemination of project results. The Consultant must also observe the latest Communication and Visibility Manual for EU External Actions concerning acknowledgement of EU financing of the project. (See http://ec.europa.eu/europeaid/work/visibility/index_en.htm).

5. LOGISTICS AND TIMING

5.1. Location

Republic of Macedonia

5.2. Commencement date & Period of implementation of tasks

The intended commencement date is 20th December and the period of implementation of the contract will be 8 days from this date. Please refer to Articles 4 and 5 of the Special Conditions for the actual commencement date and period of implementation.

6. REQUIREMENTS

6.1. Office accommodation

Office accommodation for each expert working on the contract is not anticipated.

6.2. Facilities to be provided by the Consultant

The Consultant shall ensure that experts are adequately supported and equipped. In particular it shall ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support its activities under the contract and to ensure that its employees are paid regularly and in a timely fashion.

6.3. Equipment

No equipment is to be purchased on behalf of the Contracting Authority as part of this service contract or transferred to the Contracting Authority at the end of this contract. Any equipment related to this contract which is to be acquired by the beneficiary country must be purchased by means of a separate supply tender procedure.

7. REPORTS

7.1. Reporting requirements

The consultant will submit the following documents in Macedonian in one original and two copies:

- **Draft** of document “Study of national frameworks for sustainable rural development” of maximum 20 pages (main text, excluding annexes). This document shall be submitted on December 28th.
- **Final** document “Study of national frameworks for sustainable rural development” with the same specifications as the draft document, incorporating any comments received from the concerned parties on the draft report. The final document shall be provided by the latest 2 days after the reception of the comments on the draft final report. The detailed analyses which underlie the mission's recommendations will be presented in annexes to the main report. The final report must be provided along with the corresponding invoice.

7.2. Submission & approval of reports

The document referred to above must be submitted to the Project Manager identified in the contract. The Project Manager is responsible for approving the reports.

8. MONITORING AND EVALUATION

8.1. Definition of indicators

Prepared document "**Study of national frameworks for sustainable rural development**" on Macedonian language, with following elements:

- analyzing legislation about sustainable rural development in EU and Macedonia,
- analyzing strategies about sustainable rural development in EU and Macedonia,
- description framework for sustainable rural development of Macedonia,
- description recommendation for next steps of Civil Society Organisation and CSO networks for possible improvement of framework for sustainable rural development in Macedonia and achieving EU level.

8.2. Special requirements

NA.