

“DIGITALIZATION IN THE WATER SECTOR” TOOLKIT

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In the context of the activity “*Digitalization in the Water Sector Toolkit*”, which will start in May 2022, the Office of the Co-ordinator of OSCE Economic and Environmental Activities seeks to hire an Implementing Partner, a non-profit organisation, with strong experience in water governance and digitalization in the water sector.

1) Background information

The OSCE assists participating States (pS) by providing support in capacity building on effective negotiation tools, conflict resolution skills and preparation for the development of transboundary water agreements. The planned activities contribute to provide training workshops, e-learning modules and training materials on the topics relevant to water management and governance to a wide audience including government officials, civil society and youth representatives. These training activities will also promote dialogue and contribute to building trust and strong expert networks among water professionals, including young professionals, in the OSCE area.

The “Water Diplomacy and Conflict Prevention – Phase I” project aims to enhance co-operation over sustainable transboundary water resources management, contributing to the comprehensive approach to security in the OSCE area and includes activities contributing to increased capacities of stakeholders and institutions in conflict resolution and water negotiations, strengthened dialogue and co-operation around transboundary water bodies and enhanced knowledge of the role of transboundary water resource management in peacebuilding. The beneficiaries of this project are professionals and government officials involved in water management and negotiations, River Basin Commissions, relevant international and regional organizations working on transboundary water management.

Digitalization tools in the water sector enhance transparency and accountability in water management, contributing to strengthened transboundary water co-operation. This activity aims to develop a toolkit for water accounting and cross-sectoral water allocation and financing. The toolkit will be developed by an Implementing Partner in collaboration with other relevant organizations and external consultants if necessary.

2) Target audience

The target group for the toolkit will be water professionals and practitioners in the OSCE area.

3) Specific tasks of the implementing partner shall include:

Under the direct supervision of the Environmental Affairs Adviser and in co-ordination with the OCEEA Project Staff, the Implementing Partner will be involved in the overall realization of the activity. The selected IP will collect and produce a toolkit on the digitalization in the water sector for the project *Water Diplomacy and Conflict Prevention – Phase I*. The overall budget allocated for this activity is up to EUR 30,000.

The Implementing Partner will prepare a “Digitalization in the Water Sector” toolkit consisting of:

1. A set of digital technologies and tools (including mobile devices, machine learning, artificial intelligence and cloud solutions) to help countries assess their state of digital development in the water sector and formulate specific policies;
2. A set of smart digital technologies as part of water accounting and cross-sectoral water allocation and financing;
3. A set of digital data collection methods and analysis;
4. A step-by-step guide to digital planning to achieve a more integrated, sustainable approach to water management in the OSCE area;
5. Templates for digital data-collection forms, to be used for water user surveys, annual water level measurements, water source surveys and water quality data by water professionals and practitioners.

The expected actions from the Implementing Partner are to:

- Design and deliver the “Digitalization in the Water Sector” toolkit in co-ordination with Project Staff as stated above;
- Ensure high quality and factual accuracy of all developed materials;
- Develop the toolkit in English language;
- Timely and efficient communication with Project Staff throughout the implementation of the activity.

4) Qualifications of the IP (mandatory requirement):

- Minimum 10 years of international experience in water co-operation, as well as development of training and capacity-building material in the field of digitalization and water management;
- Experience in developing digitalization tools and toolkits in the field of environment for more than 5 years;
- Availability of experts with at least 5 years of experience in the production of similar toolkit material;
- Technical capacities to collect, produce and disseminate communication material;
- Experience in working with governmental/intergovernmental entities and institutions in the OSCE area;
- Strong communication skills in English;

- Experience working in the OSCE area in the desired field.

Applicants will be evaluated based on the following criteria:

1. Experience and qualifications of the selected organizations: digitalization in water management
 - 40 out of 100 points.
2. Experience and qualifications of staff assigned to the project: number of toolkit and set of digital tools produced, experience and online presence
 - 30 out of 100 points.
3. Quality of the description and cost-effectiveness of the budget to complete activities related in section 2.
 - 30 out of 100 points.

5) The project proposal should provide:

Technical Proposal (no prices should be included to the Technical Proposal):

- a) Background information about the applicant organization with justification of its eligibility to participate in the public call based on the qualifications:
 - a. Information on the toolkit proposed;
 - b. Information on background (CVs), qualifications and experience of the staff who would be assigned to the project;
 - c. List of sample publications and similar toolkit packages available;
- b) Timeline of activities;
- c) Supporting documentation, as requested under 6) below.

Financial Proposal:

- a) The Financial Proposal shall cover all expenses to be incurred for performing the services as specified including, but not limited, to the cost of the remuneration of the Bidder's personnel and all other compensations, insurance and social charges as well as overheads, technical assistance, supervision costs, travel costs (to and from training location of venue) and any other costs incurred by the contractor's personnel for the purpose of performing the services; and shall show a detailed cost breakdown per price categories.

As the OSCE is always interested in delivering products of the highest quality, the applicants are welcome to present any suggestions or comments on how to improve the delivering of this activity.

6) Entities eligible to apply:

- Non-profit organizations and academic institutions in the OSCE area

7) Supporting documentation:

Applicants shall provide information on their operational capacities:

- Registration certificate (accreditation);



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- Statute (in English);
- Documentation proving expertise in organizing and developing training programmes;
- A list of key management personnel and proposed project staff;
- Bank account details;
- Short description of similar projects implemented in the last 5 years.

8) How to apply and the procedures to follow:

The Public Call documents are available on request by e-mail to: ipcalls-at@osce.org. The Public Call documents include:

- This document;
- Acknowledgement letter - ANNEX A; (applicants are required to submit Participation form **not later than 6 May 2022, 17:00 CET** to ipcalls-at@osce.org).

Applicants must apply in English. Hand-written applications will not be accepted.

Applications (Technical Proposal and Financial Proposal) must be delivered ***in separate, password protected PDF files*** to ipcalls-at@osce.org on or before **10 May 2022, 12:00 CET**.

Any application submitted after the deadline at **12:00 CET on 10 May 2022** will be automatically rejected.

Please address all your queries or questions in writing to ipcalls-at@osce.org up to 5 days before the submission deadline and kindly refrain from any telephone calls or personal visits.