Republic of North Macedonia

Ministry of Agriculture, Forestry, Water Economy

Agriculture Modernization Project

TERMS OF REFERENCE (TOR)

for Consulting Services for Site Selection, Urban Planning, Feasibility, Schematic and Detailed Design of an Agri-Food Platform in Skopje area (Gazi Baba Municipality)

October 2022

Contents

Abbreviation and acronyms

AFP: Agri-Food Platform

CBA: Cost Benefit Analysis

CCC: Collection and Conditioning Centers

CW: Civil Works

EPC: Engineering, Procurement and Construction

ESF: Environmental and Social Framework

ESMF: Environmental and Social Management Framework

ESMP: Environmental and Social Management Plan

ESSs: Environmental and Social Standards

IPARD: Instrument of Pre-Accession Assistance for Rural Development

MAFWE: Ministry of Agriculture, Forestry, Water Economy

PMC: Procurement Management Contract

PMT: Project Management Team

WB: World Bank

I. BACKGROUND

A. The Agriculture Sector of North Macedonia

Agriculture is a critical employer in the rural areas of North Macedonia and an important economic sector. Full-time formal agricultural employment accounts for 18 percent of total employment. There is also a large number of part-time farmers and a significant number of informally employed in the sector. Primary agriculture contributes 11 percent to GDP. In addition, the agri-business sector is an important industry. The agri-business sector accounts for 19 percent of total manufacturing jobs and for 23 percent of total manufacturing turnover (World Bank, 2017). More importantly, the agri-business industry turnover is geographically evenly distributed across the country, which underlines the unique role that agriculture can play in promoting broad-based growth and jobs in rural areas. North Macedonia exports vegetables and fruit, tobacco, and beverages (mostly wine), sheep (mutton) and food products represent about 10 percent of total exports. The country's main markets for primary agricultural exports are the Western Balkans, the EU, and Russia.

Agriculture development, however, remains below potential because of several structural constraints. Primary agricultural production is characterized by low productivity. With an average farm size of less than two hectares and about half of the agricultural producers being semi-subsistent, the potential to sell surplus production to markets, produce at scale and higher quality, promote integration among small-scale producers into higher-value agricultural value chains, and introduce innovation is limited. In addition, smaller agricultural producers and agri-businesses lack access to new technologies and market opportunities, as well as quality agricultural knowledge and skills in various areas, including business management, quality management, logistics, financial literacy, and domestic and international marketing. Agriculture competitiveness is also constrained by the lack of access to inputs.

Small producers mainly participate in short value chains that typically end at local green or wholesale markets. Contract farming is not widely developed and transactions – in particular for small producers – remain largely ad hoc and contract breaches and delayed payments are frequent issues. Poor post-harvest management and practices, including poor sorting and grading and suitably packaging for transport, undermine product freshness and quality. In addition, North Macedonia has limited and technically outdated cold storage capacities, which are often not adequately located to serve producers and buyers efficiently.

The sector requires the establishment of collection and conditioning centers and a food hub with adequate logistical arrangements as well as infrastructure, technology, and know-how to provide a full range of grading, sorting, and packing services that meet buyers' quality and delivery requirements. In addition, technology and capacity to meet food quality and sanitary-and phytosanitary standards to comply with traceability requirements to access the EU and other high-end markets need to be built gradually.

The Government has identified agriculture as one of its economic priorities. The *National Strategy for Agriculture and Rural Development 2014-2020* sets the objectives, policies and measures to develop agriculture and rural areas in the country. The Strategy's key policy goal is "increasing the competitiveness of North Macedonia agriculture and food industry, rural development and sustainable management of natural resources", with four specified priority areas:

- The improvement of technological and market infrastructure
- Strengthening integration in the agri-food sector
- Providing access to production factors
- Improving rural infrastructure.

The World Bank-funded Agriculture Modernization Project (AMP) supports in particular the first three priority areas of the National Strategy.

B. Agriculture Modernization Project (AMP)

The World Bank, through a loan of 46 million euro, is supporting the Government of North Macedonia to implement the AMP with the purpose to improve the competitiveness of North Macedonia's agriculture sector and strengthen public institutions in the framework of the country's accession process to the EU. The MAFWE is the lead project Implementing Agency and has overall responsibility for project management and implementation.

The development objective of the AMP is to improve competitiveness in targeted agricultural sub-sectors and strengthen agricultural public sector readiness for EU accession

The AMP has three main components:

- **Component 1: Agriculture Sector Competitiveness**, to enhance farm-level competitiveness and fostering agricultural produce aggregation and market integration of farmers. The component activities focus on technical assistance (through training and advisory services) and off-farm infrastructure investments to complement existing IPARD measures in on-farm productivity-enhancing investments
- **Component 2: Institutional Capacity for EU Accession**, to enhance public support services, including the capacity to design and deliver effective support to the agriculture sector.
- **Component 3: Project Management** to support MAFWE in the efficient implementation of the project; assuring compliance with fiduciary (financial management, procurement), environmental and social safeguards, and M&E requirements according to the agreed project implementation arrangements.

Sub-component 1.2 - Agriculture and Food Distribution Systems aims to develop sustainable and competitive food storage, marketing and distribution systems to benefit producers, distributors and consumers. The newly constructed centers will include storage capacity to help agricultural producers adapt to the risk of extreme climatic changes by preserving their produce during harsh winters and hot summers. The sub-component will support the development and operation of two Collection and Conditioning Centers (CCCs) in Resen and Strumica municipalities, and an Agri-Food Platform in Skopje suburban area, composed of a wholesale market and a logistics area.

C. Agri-Food Platform (AFP) project objectives and expected benefits

The construction of an AFP (wholesale market and logistics area) in Skopje will be the focal infrastructure for the organization of fresh food aggregation, marketing and distribution systems in North Macedonia and serve as connector to different CCCs. It will allow the small-holders of the region to access to the market (Ho.re.ca., open air markets, small retailers) but also the main operators of the sector (wholesalers, exporters, Hyper&supermarkets) to organize their activities through synergies and economy of scales.

The objective is to create an agri-food platform in the proximity of the city center to ease food distribution for Skopje and access of the main customers to the wholesale market, but also well connected to the main axes of communication with the Balkan region to promote logistics activities.

The AFP will have, at minimum, the following functionalities:

i. Organize and improve the supply in safe and standardized fresh food products for the city of Skopje with a total population of around 600,000 people;
ii. Provide access to market for local fresh foods (Skopje produces 46,000 tons of vegetables); and
iii. Provide logistics and other services for agri-food sector, for both, domestic and international markets.

The main objectives of the AFP project are:

- Enhance a commercial dynamic at the agglomeration and regional levels
- Support the socio-economic development of the region
- Reduce environmental impacts generated by food distribution operations on urban area
- Develop a modern logistics to improve the competitiveness of the value chains
- Improve food safety and hygiene conditions
- Fight against the informal market

The AFP will tentatively include:

a. A physical (wholesale) market to organize the supply of fresh food products of the extended urban area around Skopje for producers and consumers;
b. A logistics area offering dry or cold warehouse facilities for use by market participants;
c. An administrative area providing office space for the AFP management company and other operators, companies and service providers in the food sector, which will be attracted by the activities of AFP. This may include technical and advisory service companies, logistics operators, administrative services, banks, insurance, accountants, restaurants, etc.; and
d. A technical area dedicated to the reception of all technical support activities such as truck cleaning station, trucks and cold equipment repair station, auxiliary equipment for the platform as a waste sorting point where the wholesale companies as well as retailers can separately dispose of the waste from their commercial activity (organic matter, cardboard, plastic, wood, expanded polystyrene, etc.).

II. OVERALL OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to carry out a full technical feasibility assessment, urban planning of the selected location, prepare environmental and social impact assessment, schematic and detailed design for the AFP and environmental and social management plan in order to assess the pertinent risks, determine project's viability and support to the preparation of construction works tender package for the selection of Civil Works (CW) contractor.

III. SCOPE OF WORK

The Scope of Work for this Assignment is divided in phases. Certain phases are pre-conditioned from successful implementation of the previous phase.

Phase I: Site selection, Development of Feasibility Study and Environmental & Social Assessment and Urban Planning

Note: Several activities under this Phase shall be conducted in the same time due to efficient and effective activity completion.

Specific objective

The specific objective of this phase is the selection of appropriate site for the construction of the AFP in Gazi Baba Municipality, development of feasibility study, strategic and business plan and service mannuals for the operations of the AFP, environmental and social impact assesments and completing the Urban planning procedure.

Specific Scope of work

Under this phase, a selection of an appropriate site will be completed, based on the locations, category of land, available infrastructure, etc. Once selected, a procedure for Urban planning and transformation of the land will have to be conducted. In the same time the Consultant should initiate the process for development of feasibility study and business plan as well as conduct environmental and social impact assesment of the future AFP.

❖ Activity 1.1: Site selection

The Consultant will organize local site visits in order to inspect potential locations provided by the Municipality and will work closely with the local authorities in order to select the most suitable location for the AFP. The tasks to be delivered under this activity include, but are not limited to the following:

- Organize local site visits and inspections of potential location;
- Discuss with the local authorities the suitability of each proposed site;
- Collect all relevant data regarding the proposed sites from the competent authorities, including but not limited to cadastral data;
- Organize consultations with the neighoboring villeages and businesses in Gazi Baba Municipality;
- Select and propose appropriate site location;

❖ Activity 1.2: Development of Feasibility Study and Business Plan, Schematic Design and Initial Environmental and Social Impact Assesment

Specific objective

As part of this activity, the Consultant will be responsible to develop the feasibility study and business plan; schematic design with revision for the construction phase “Architecture” for the AFP, including 3D drawings of the buildings; and Initial Environmental and Social Impact Assessment.

A. Development of Feasibility Study and Business Plan

The objectives of the consulting services are to prepare the feasibility study and business plan of AFP, specifically:

- Identifying the scope of the market for the AFP;
- Understanding the specific characteristics of the market;
- Dimensioning the size of the AFP;
- Proposing and designing a concept in accordance with the dimensioning and the market study (masterplan);
- Studying the financial feasibility of the AFP, projecting its costs and profitability;
- Identifying potential management model of the AFP;
- Measuring and restricting the impacts of the AFP on social development and environment;
- Preparing the following phases of AFP development and operation.

A consulting firm will be engaged to conduct the feasibility study and schematic design of the future AFP project. The firm shall assess the worthiness and sustainability of the proposed financing to establish an Agri-Food Platform in Skopje. The study shall cover, but not be limited to, the following aspects: market and value chain analysis, demand analysis, schematic design of the AFP market facilities (masterplan), operation and maintenance plan, risk assessment (including business and market risks), economic and financial analysis, business management model and governance including public-private arrangements and the workflow from the schematic designs to functional facilities.

It is required that close consultations, discussions, and surveys of potential users/stakeholders be conducted to ensure the market designs are practical to the users 'purposes, and the operation has high likelihood of sustainability.

B. Development of Schematic Design

The consultant will be responsible to prepare a schematic design with revision for the construction phase "Architecture" for the AFP, including 3D drawings of the buildings, and should include following parts as a minimum:

- AFP Process Flow Plan & Layout

A logistics flow/business flow plan of the facility will need to be developed to illustrate how products will be handled once they arrive at the AFP, as they move through the different facilities of the AFP and ultimately how are prepared for storage or for outward delivery. Similarly, design of the building layout will be required to determine the extents/size of the facility, truck marshalling areas and operational flows.

⇨ Preparation of Process Flow Plan
⇨ Preparation of Building Layout Design
⇨ Based on the results of the Market Study (activity 1.2), the consulting firm shall develop a few viable options for the internal layout (Process Flow Plan) of the facilities to accommodate all service offerings (general, ambient, cold), including value added services as disclosed in the Market Study. The options must provide the Client with sufficient flexibility to allow for minor modifications as early customer

commitments get firmed up. The cold storage component shall be modular or easily interchangeable in order to accommodate varying customer needs.

- ⇨ Prepare economic and financial analysis.
- ⇨ Further to the preparation of Building Layout Design, identification and layout of all major equipment required for the facilities and their key service offerings, including value added services. Options shall be presented on the equipment types, manufacturers, specifications and costs. The recommendations must take into consideration local operating conditions and future users' needs to improve quality and competitiveness of their products.
- ⇨ Assessment and development of operations and maintenance strategy and budget including, but not limited to, staffing, equipment needs, IT systems, inventory management systems, consumables, security, utilities, etc. The assessment must take into consideration a 15-year estimate of operating costs and factor in expansion plans.
- ⇨ Preparation of +/- 15% detailed cost estimate of at least three layout options, one of which shall be used in the financial analysis.

C. Development of the Initial Environmental and Social Impact Assessment

The Consultant shall perform initial environmental and social assessment and outline for an Environmental and Social Management Plan (ESMP) for the construction and operation of the AFP, considering environmental and social baseline information, specific features of the site in Gazi Baba areas, proposed for the location of AFP, identifying sensitive receptors within or in the vicinity of the proposed sites, and assessing any potential advese impacts on those receptors, that would require reconsideration of the site or can be avoided, minimized or mitigated. The initial environmental and social assessment shall be undertaken in accordance with the provisions of the project Environmental and Social Management Framework (ESMF), and should be in compliance with the requirements of the relevant ESF ESSs, WB Environemental Health and Safety Guidelines (EHSGs), Good Interntational Industrial Practices (GIIP), and national regulations and procedures. The indicative outline for the initial environmental and social assessment is presented in Annex 1. The environmental and social management plan shall be further elaborated under Phase II as part of the detailed design assignment, as per the provisions of the project Environmental and Social Management Framework (ESMF) and the workflow from the schematic design to functional facility.

In this phase, the Consultant will organize consultation meeting with the local stakeholders presenting the schematic design for the selected site.

❖ Activity 1.3: Urban planning of the site

Considering that the AFP will be constructed on what is currently state-owned agricultural land, the Consultant will be responsible for conducting the procedure for urban planning and transformation of the land, as a pre-condition to constructing the AFP. This will entail as a minimum:

- Development of Urban Plan(s) and/or Urban Projects with Revision from licenced firm for the appropriate sites, depending on the needs of the specific location;
- Traffic Project (in and out of zone);

- Transformation of the agricultural land into construction land, as per the national legislation and relevant procedures, if needed;
- Submit documents to the competent authorities for urban planning process on behalf of the Ministry (Local Authorities);

The second phase being conditional to approval of the first phase deliverables by the Client.

Phase II: Detailed Design Development and Finalization of Environmental and Social Management Plan

Specific objectives

Under this Phase, the Consultant will be responsible for managing the entire process for development of the detailed design, finalization of the environmental and social management plan for the AFP and obtaining the building permit in accordance with national legislation. This will entail developing detailed construction design, obtaining all necessary elaborates and studies required under the positive national legislation.

Scope of work

The Consultant will be engaged to develop the Detailed design for the future Agri-food Platform in Gazi Baba Municipality, containing all phases, and in accordance with the positive legislation in the Republic of North Macedonia. Also, the Detailed Design must include technical specifications and a detailed project billing - calculation that will be part of the bidding document for CW Contractor selection and must be prepared, covering, but not be limited to, the following aspects:

❖ Activity 2.1: Development of Detailed Design according to national legislation and FIDIC standards

Many of the key inputs including size of the overall facility and the various service offerings will be taken from the schematic design proposal (e.g. Market Study). The technical design shall address all components of the AFP, both interior and exterior, and how they fit together. The prepared design and associated specifications will be inputs for the Bidding documents required for the selection of the CW contractor(s).

The Consultant will be engaged to conduct the Development Design as per national legislation and FIDIC standards for the future AFP project.

The study shall cover, but not be limited to, the following aspects:

- AFP Structural Design

A structural design of facility up to FIDIC level shall be undertaken by the Consultant. The structural design shall take into consideration the civil engineering components of the projects and investigate the stability,

strength and rigidity of the structures. The design shall also take into consideration local environmental conditions in order to engineer a sustainable design.

- Enabling Infrastructure Design

The enabling infrastructure surrounding the AFP will need to be examined and appropriately considered in the FIDIC level design. Characteristics such as traffic movements and impact to surroundings are of primary importance to the Client and Project fundamentals.

Environmental and Social Safeguards requirement to be added as necessary to comply with The Republic of North Macedonia and World Bank requirements.

Tasks

⇨ The Consultant shall identify and take into consideration the possible impacts to the surroundings and how they can be mitigated through the facilities design.

⇨ The Consultant will be responsible for FIDIC and specifications of all required enabling infrastructure of the facility, including but not limited to access roads, drainage, utilities, power supply, HVAC, refrigeration, security, etc. It is critical that local environmental conditions be taken into consideration for the design.

- Facility Energization Design

The AFP is slated to be energized through the use of electric power distribution stations. In parallel, the Client would like to explore the opportunity to maximize energy efficiency and power the facility through the use of renewable energy sources. Although local climate conditions may not allow renewable energy to power the facility 24/7 there is consideration that a combination with renewables power may be implemented.

Tasks

⇨ The Consultant shall conduct a prospective power demand audit of the facilities based on the schematic design, and determine the sizing and specifications of the power distribution stations, which will provide sufficient power to energize the facilities keeping in mind the various service offerings (cold, ambient, general).

⇨ As part of the finalized ESMP, the Consultant shall develop an energy efficiency measures for the facilities, aimed at the minimization of energy consumption and avoidance of energy losses (i.e. wall, window and roof isolation, maximum natural lighting, load shedding, scheduled outages, energy efficient equipment and machinery, etc.) and ensure power reliability without compromising operational efficiency.

- Renewable Energy Sources

The Consultant will have to explore options other than power distribution stations to energize the facility. The study will assess various system combinations with renewable energy sources such as solar to determine the most suitable solution.

Tasks

- ⇨ Using results of the study, the Consultant shall incorporate the preferred facility energization solution into its technical design. A technical documentation and associated specifications in line with national legislation and FIDIC standards shall be prepared for the preferred power solution.
- ⇨ The preferred technical solution considering the use of renewable energy sources for generating electricity to supply the facilities, shall be considered within the scope of site-specific ESMPs, in terms of identification of environmental and social risks and mitigation.
- ⇨ The design shall provide for a +/- 10% cost estimate for the options of usage of renewable energy sources and associated mitigation.

The ultimate output of the Detailed Design package shall be containing the full suite of drawings and specifications in accordance with the national legislation and should elaborate the following stages (design phases) organized in separate books:

1. Phase: Architecture, including:

- Technical Specification for execution of the Works;
- Drawings for execution of the Works;
- Bill of Quantities and Bill of Quantities with cost estimates;

2. Phase: Statics, including:

- Geo-mechanical Elaborate with laboratory tests, if needed;
- Technical Specification for execution of the Works;
- Drawings for execution of the Works;
- Bill of Quantities and Bill of Quantities with cost estimates;
- Positive opinion of the Static design by the Institute of Earthquake Engineering & Engineering Seismology.

3. Phase: Civil works (infrastructure, drainage and dewatering), including:

- Technical Specification for execution of the Works
- Drawings for execution of the Works
- Bill of Quantities and Bill of Quantities with cost estimates;

4. Phase Mechanical works, including:

- Technical Specification for execution of the Works
- Drawings for execution of the Works
- Bill of Quantities and Bill of Quantities with cost estimates;

5. Electro-technical Design, including:

- Technical Specification for execution of the Works
- Drawings for execution of the Works
- Bill of Quantities and Bill of Quantities with cost estimates.

6. Fire, Explosion and Hazardous Materials Protection elaborate;

7. Environmental Impact Assessment Elaborate;

8. Energy Efficiency Elaborate;
9. Occupational Safety and Health Elaborate;
10. Total Bill of Quantities and Bill of Quantities with cost estimates;
11. Other required documentation according to the national legislation, if needed.

- Design Review

The Consultant shall provide services during the design review process in terms of incorporation of all the comments and recommendations of the Design Review Consultant. Only detailed designs with positive opinion/reports from the Design Review Consultant/s can be considered relevant for acceptance by the Client for obtaining the application for building permit/s as required by the national legislation.

- Obtaining of building permit and conducting the administrative process

The Consultant, on behalf of the Client, will be responsible to conduct all necessary administrative procedures in order to obtain the building permit for the AFP according to applicable national legislation, and ensure smooth realization of the next construction phase. The deliverance of the building permit and other authorizations for the construction of the facility will be mandatory to the achievement and the final payment of phase II by the Client.

❖ Activity 2.2: Finalization of site-specific ESMP based on the detailed design

Based on the project ESMF, initial environmental and social assessment, and detailed engineering design, preparation and finalization of the site-specific Environmental and Social Management Plan (ESMP), to incorporate the technical provisions of the detailed design, and inform the detailed design accordingly. The finalized draft ESMP shall address both construction and operation stage of the AFP, and be duly disclosed and publicly discussed before the finalization of the detailed design, to ensure that any meaningful feedback from the public consultations is reflected in the final site-specific ESMP and addressed through the finalized development design. Indicative outline for site-specific ESMP is presented in Annex 2.

Close communication with the Client will be essential to this phase of works in order to reflect the Clients intentions and project specific requirements into the Detailed Design Package.

Phase III – Technical Assistance during bidding documents preparation and Civil Works Contract Management

Specific Objectives

Input and support for the preparation of the whole tender package/Bidding Documents for the construction works procurement and during the civil works realization;

Scope of work

❖ Activity 3.1: Technical Assistance during the preparation of the bidding documents for construction of the AFP

The Client will engage an CW contractor(s) to build the AFP facility based on the consulting firm's design and assessment works undertaken as a part of the assignment. The Consultant will support the Client during the preparation of the bidding documents to provide technical input, provide clarifications on technical aspects to the respective queries submitted by potential bidders, assist Client during bids' evaluation, and, if needed basis, during the procurement process. Technical input to the bidding documents will be required from the Consultant. In case clarifications are requested by potential bidders, the Consultant is obliged to provide responses (in English language) to the Client within two working days the latest from the receipt of the queries by the Client. It is the Client's intention to break ground on the AFP by the end of 2023.

Tasks

- ⇨ The Consultant will be required to draft necessary sections of the construction works bidding documents/tender package as it relates to technical components of the Project, including but not limited to design, specifications, bill of quantities, construction schedule and technical evaluation criteria. These shall be easily translated from the technical design works completed in the assignment.
- ⇨ The consulting firm will be required to provide guidance and input on certain sections of the construction works contract as it relates to technical components of the Project.
- ⇨ The Consultant will incorporate relevant Environmental and Social Health and Safety (ESHS) provisions, as well as contractor's Code of Conduct, into the bidding documents. The cost for the implementation of the respective site-specific ESMPs shall be duly considered within the Bill of Quantities (BoQ). Such site-specific ESMP shall be an integral part of the bidding documents and civil works/goods contracts.

❖ Activity 3.2: Technical Assistance – Extended Design Services

The Consultant is required to provide technical assistance – extended design services to the Client during the implementation of the respective civil works contract for the AFP.

<u>Construction Works Contract Input</u>

The Consultant is required to be available during implementation of the civil works contracts and to provide extended design services for any changes in the prepared design documents in case of need during the implementation of the civil works for the AFP until technical acceptance of the performed civil works. The need for changes and/or supplementary drawings, shall be initiated and approved by the supervisor.

IV. REPORTS

The Consultant shall submit the following reports:

i. Reports Phase 1

(i) **Project Review Brief**: Project Brief shall be submitted after review of existing project information and completion of field visit. The purpose of the brief is to flag any issues or red flags based on an initial assessment of the project. It will also include information on the selection of the site in Municipality of Gazi Baba. The brief shall be submitted to the Client before the study is undertaken.

(ii) **Market study report:** presenting in particular the market analysis, value proposition, SWOT, regional and international benchmarking.

(iii) **Intermediate report:** introducing conceptual scenario with draft project goals and strategy, concept, draft schematic design, with first estimation of costs, functionalities, and management.

(iv) **Final Report:** schematic design (including plans, profiles, elevations, perspectives and details) with phase "Architecture" with revision, business model, business management and maintenance plan, business plan and proposed procurement method for contracting in the following project development phase, for each selected option.

(v) **Initial Environmental and Social Assessment Report (ESA) and outlines for the site-specific Environmental and Social Management Plan (ESMP).**

ii. *Reports Phase 2*

(ii)**Draft Detailed Design Package**: it will present the results of the Detailed Design phases of works. The packages shall clearly present analysis on the Project's viability focusing on technical design and specification.

The Draft Development Design Package can be submitted electronically. The Client will endeavor to provide comments and feedback within three weeks of submission.

(iii)**Final Detailed Design Package**: The Final Development Design Packages will address any comments made on the Draft Development Design Package.

(iv) **Site-specific ESMP** finalized based on the Development Design.

iii. Reports Phase 3

(i) **Final Report** including inputs required during the issuance of the construction works bidding documents and civil works contract management.

All reports are expected to be in English language.

V. DELIVERABLES & TIMELINE

Phase 1 – Site Selection, Feasibility Study, Environmental and Social Assessment, Schematic Design and Urban Planning			
D.No	**Deliverables**	**Deadline submission in calendar days**	**Approval by the Client**
D1	Site selection report	10 days after signing of the contract	2 working days after submission
D2	Market study report	60 days after signing of the contract	Two weeks after submission
D3	Intermediates report	120 days after signing of the contract	Two weeks after submission
D4	Completed urban planning process for the location, confirmed with a complete set of documents and property list issued by the Cadaster, providing the construction conditions for the future AFP;	150 days after signing of the contract	5 working days after submission
D5	Final report with Schematic Design, phase "Architecture" with revision		Two weeks after submission
D6	Internal environmental and social assessment and ESMP outline		Two weeks after submission

Phase 2 – Detailed design Development and finalization of Environmental and Social Management Plan			
D.No.	**Deliverables**	**Deadline Submission in calendar days**	**Approval by the Client**
D7	Final Detailed Design with Bill of Quantities (with cost estimates) with obtained building permit	120 days after approval of phase 1	Three weeks after submission
D8	Final Environmental and Social Management Plan	130 days after approval of phase 1	Two weeks after submission

Phase 3 – Technical assistance during bidding documents preparation and civil works contract management

D.No.	Deliverables	Deadline Submission	Approval by the Client
D9	Final Report with included inputs required during the issuance of the construction works bidding documents and civil works contract management	30 April, 2025	Two weeks after submission

Final approval of all deliverables will be provided 2 weeks after the receipt of the version which fully addresses comments by the Client and has been cleared by the Client.

The Consultant will be evaluated on strategy and creativity in achieving the key Project milestones. Many tasks will need to be undertaken concurrently, as such timing and planning will be essential in preparing the Project for construction before the last quarter - 2023.

VI. CONSULTANT QUALIFICATION

The contract will be awarded following a quality-based selection procedure in accordance with the Procurement Regulations. The Consultant may associate with other Consultants in the form of a joint venture or of a sub-consultancy agreement to complement their respective areas of expertise, strengthen their technical responsiveness of their proposals, make available bigger pool of experts, provide better approaches and methodologies.

i. Firm Qualifications

The Consultant shall be a firm or group of firms with following minimum qualifications:

- The Consultant should be an experienced Consultancy Firm well established with at least 7 years of relevant and applicable technical, operational and managerial experience in the agriculture and agri-business sector;
- At least 3 similar contracts achieved during the last 7 years (feasibility study and schematic design of agri-food facilities - logistics facilities - agri-food platform/wholesale market);
- At least 7 years of experience in the management and operations of wholesale markets/agri-food platforms;
- Experience in working in the Wester Balkan Region would be considered an asset;
- Preference is expressed for consortiums associating qualified North Macedonian Consultancy firm that has a minimum of 5 years' experience in agriculture and agri business development. The local consultancy firm selected should not have any commercial interests towards the future AFP;
- License for preparing Design documentation for 1st category (License A) issued according to the national legislation of the Republic of North Macedonia. Foreign Consultant companies can get more information about confirmation of their licenses on the following link: http://mtc.gov.mk;
- License for preparing Urban Planning Documentation (License A) issued according to the national legislation of the Republic of North Macedonia. Foreign Consultant companies can get more information about confirmation of their licenses on the following link: http://mtc.gov.mk;

The credibility of mentioned experience shall be presented in a list of the required similar project/contracts as required above, including description of services provided (including information on contract value, contracting entity/client, project location/country, duration, assignment budget, percentage carried out by consultant in case of association of firms or subcontracting and main activities) and accompanied by certificates/confirmation of orderly fulfilment of the contracts verified by other party from such contracts.

It is required to provide examples of assignments of similar nature.

ii. Key Experts

It is expected that the core Consultant's core team shall comprise of following key experts:

- **Team leader/AFP design specialist (international)**

The specialist must have at least a Master's Degree in agriculture economics, rural development, business administration and management, or a related field, with at least 10 years of continuous professional experience in designing and implementing AFP development projects, particularly physical holistic wholesale markets for perishable products in several countries. Knowledge of and experience in horticulture value chain development, horticulture export promotion, and public-private partnerships (PPPs) in market infrastructure financing/operation are highly preferred.

The specialist will be responsible for, but not limited to, the following: (i) lead and coordinate the project designing process in terms of project components and composition of the AFP, conceptual/preliminary designs; (ii) liaise frequently and work closely with government ministries, agencies, sector research institutes, and other relevant stakeholders including the private sector firms to ensure the proposed project design is practical and has a high likelihood of sustainability; (iii) lead the preparation of the detailed sector assessment as a solid background for the proposed project design; and (iv) prepare the final feasibility report by providing his/her own inputs and consolidating relevant inputs provided by the team.

- **Deputy Team Leader/Market infrastructure specialist (international)**

The specialist must have at least a Bachelor's Degree in engineering with 10 years of experience in designing and implementing similar market value chain infrastructure development projects. Knowledge of and experience in logistics facilities and in the area of cold storage development for horticulture is highly preferred.

The specialist will be responsible for, but not limited to, the following: (i) coordinate with and support the team leader in carrying out his tasks related to project design, liaising with the Government and stakeholders, report writing and compilation; (ii) under the instruction of the team leader, conduct the consultations with horticulture farmers, business firms, and other stakeholders; (iii) sketch out preferred composition/components of the AFP; (iv) together with the Horticulture Trade Specialist and the Civil Engineer/Architect, assess and design of the AFP and (iv) undertake other tasks related to the Feasibility study as determined by the team leader.

- **Horticulture Value Chain experts (international – national)**

The international specialist shall have at least a Master's Degree in economics, commerce/trade, finance, business administration, or a related field, with 10 years working experience in agriculture/horticulture trade in several countries, particularly in Balkan region. The national specialist shall have at least a Bachelor's Degree in economics, finance, or commerce, with 10 years working experience with agriculture development/trade projects in North Macedonia and Balkan region. Familiarity with current agricultural trade situation and horticulture value chain of North Macedonia is highly preferred for both specialists.

The specialists are responsible for, but not limited to, the following: (i) assist the team leader in preparing the detailed sector assessment as a solid background for the proposed project design; (ii) analyse the current source-to-destination flows of horticultural products for both domestic consumptions and export, and actual/potential business and market risks to help determine/suggest the optimal locations, and site development options (greenfield or brownfield), estimated development/investment costs, and expansion plan for the AFP.

- **Urban Planner**

The expert shall have at least a Bachelor's Degree in civil engineering or architecture, Certified Urban Planner (Authorization), with at least 10 years of proven working experience in urban planning. Will provide evidence of at least four (4) assignments for preparing urban planning documentation.

The specialist is responsible for, but not limited to, the following: (i) to conduct procedure for transformation of the agricultural land into construction; (ii) undertake all necessary activities on behalf of the Ministry (local authorities) in collection of all relevant documents related to urban planning procedure; (iii) to complete the urban planning procedure for the selected site;

- **Design Engineer**

The expert shall have at least a Bachelor's Degree in civil engineering or architecture, Certified Designer (Authorization A), with 10 years working experience in designing similar or related facilities. Will provide evidence of at least four (4) assignments for warehouse design where at least two (2) assignments in a position of Main Designer and working experience under FIDIC design standards. The specialist must be capable of handling/processing technical drawings with common graphic design software.

The specialist is responsible for, but not limited to, the following: (i) prepare conceptual drawings of the floor plans of the AFP with and without expansion plan based on inputs of relevant team members; (ii) provide narrative interpretation of the conceptual drawings and relevant inputs to the final report for the AFP; and (iii) provide the drawings and technical parameters of the conceptual designs (with 3D visualization of the model) to serve the purpose of the feasibility study reporting; (iv) prepare the detailed design (technical specifications, drawings, bill of quantities).

- **AFP Management Specialist (international)**

The specialist shall have at least a Master's Degree in economics, commerce/trade, finance, business administration, or a related field, with 10 years working experience in management or management consulting for wholesale market establishment/operation. Experience in PPP arrangements for market infrastructure operations is preferred.

The specialist is responsible for, but not limited to, the following: (i) consult with various stakeholders including potential market management companies and lessees of the AFP floor space to inform the market design features, and technical and operational aspects; (ii) prepare a detailed AFP management document elaborating, among other things, the proposed organizational/ institutional structure for the AFP, practical business models including concession arrangement or any other model proposed, detailed guidelines for market management based on the concession contractual model, roles and responsibilities of each stakeholder involved, and cost recovery mechanisms; and (iii) recommend to the Government any legal and regulatory aspects that need to be adjusted/improved to sustain the market facilities.

- **Economist and Financial Specialist (international)**

The specialist shall have at least a Master's Degree in economics, or project finance, with 10 years working experience in preparing economic and financial analyses and/or designing of agriculture value chain projects in several countries. Familiarity with cost estimation software programs such as Costab is preferred.

He/she will be responsible for, but not limited to, the following: (i) assist the team leader in preparing the detailed sector assessment as a solid background for the proposed project design; (ii) prepare the project cost estimates and financing plan; (iii) and prepare the economic and financial analyses for the AFP in compliance with WB's relevant guidelines.

- **Environmental Specialist (international – national)**

The international specialist shall have at least a Bachelor Degree in environmental management or environmental engineering, with 10 years working experience in environmental assessment in developing countries and has experience in the Balkan region. The national specialist shall have at least a Bachelor Degree in environmental management or environmental engineering, with 10 years working experience as an environmental specialist, preferably in donor-financed projects. Familiarity with the WB safeguard policies and Environmental and Social Framework (ESF) is an advantage.

The specialist is responsible for the following: (i) undertake initial environmental assessment and prepare outline and final version of the Environmental and Social Management Plan (ESMP) for the wholesale market in compliance with WB's ESF Environmental and Social Standards; (ii) examine the locations for the wholesale market and assess whether the project will have any direct physical outputs that may result to climate change; and (iii) provide data and information to update environmental risk rating and climate change screening.

- **Social Development Specialist (National)**

The specialist shall have at least a Bachelor's Degree in social sciences, sociology, anthropology, or other relevant disciplines for the assignment. (S)he shall have at least 10 years of experience in social development and/or gender development. Familiarity with WB policies on social safeguards, gender development, and core labor standards is preferable. Working experience in agriculture and natural resource sector in Balkan region is highly preferred.

The specialist is responsible for the following: (i) conduct a socioeconomic and gender assessment, highlighting: men and women's roles and tasks, their access to resources, technologies and services, gender-based inequalities, compliances with core labour standards, constraints faced by men and women involved in the horticulture value chain, and recommendations to address these issues through the project's outputs or interventions; (ii) carry out field surveys and/or focus group discussions to inform the socioeconomic and gender assessment; and (iii) prepare the project-specific gender action plan.

In addition to the required key experts, the proposing entities should also include in their technical proposal, in the personnel work plan and financial proposal all other "non-key experts "required in accordance with their proposed approach and methodology.

Backstopping/Home Office Support

The Consultant should have additional resources available as needed with experience working on similar projects to support the key experts as required throughout the assignment.

Annexes

Annex 1. Indicative content for the initial environmental and social assessment

- Introduction
- Legal and Regulatory Framework
- Brief project description
- Summary of the conceptual/initial design proposed for the project
- Environmental and social baseline study
- Sensitive receptors
- Potential risks and adverse impacts
- Outline for site-specific ESMP
- Minutes of public consultations

Annex 2. Indicative content for site-specific Environmental and Social Management Plan (ESMP)