
**Expressions of Interest for
ECONOMIC ADVISORY, FEASIBILITY CONSULTANCY
AND RELATED SERVICES**

**TO ASSIST
THE MALTA ENVIRONMENT & PLANNING AUTHORITY ON VARIOUS
TASKS ON A FEE-BASED PERIOD /CONTRACT BASIS**

1. Scope

The Malta Environment and Planning Authority is seeking quotations from suitably qualified and experienced individuals or organisations to provide for independent economic advisory, feasibility consultancy and related services.

The advisory/consultancy services are required for the Malta Environment and Planning Authority diverse objectives focused on its policy, projects and legislation under which it operates. It is expected that this advice will be:

- Proactive – where the appointed consultants select best options from detailed assessments and evaluations.
- Constant – the consultants have detailed knowledge of the local economic dynamics to best meet the Malta Environment and Planning Authority's objectives.
- Reactive – where the consultants report is based on various option analysis and furnish detailed assessments on time and respecting deadlines.

The Malta Environment & Planning Authority (MEPA) is responsible for land use planning and environmental regulation in Malta (www.mepa.org.mt). MEPA seeks to engage the services of economic consultants to assist the Authority in fulfillment of priority tasks requiring economic analytical input.

The Consultants may be expected to provide the following services:

A. Regulatory impact assessments (RIAs): As part of its mandate, MEPA is required to perform regulatory impact assessments on operational and proposed policies, programmes and measures. Whilst the exact scope and extent of each RIA would depend on the subject of the assessment and the specific needs of the Authority, it is envisaged that during the period of this engagement, the consultants may be required to assist MEPA, inter alia, with RIAs in the field of Air Quality, the Waste Electrical and Electronic Equipment (WEEE) Directive recast proposal and the EU Marine Strategy Directive. In several instances, the consultants would be required to review RIAs carried out by the European Commission so as to assess whether Malta's specific circumstances have been taken into account.

B. Project impact assessments and feasibility studies: As part of its development planning remit, MEPA is required to perform project impact assessments and feasibility studies. Beyond Environmental Impact Assessments (EIAs) MEPA may be engaged in commissioning feasibility studies and economic impact studies on particular major projects. These may necessitate financial auditing, financial accounting and reporting to test assessments or independent advisory reports related to the studies above mentioned. The studies would include project cash flow, financing and funding, taxation, capital cost schedule, capital cost summary by location and premises income generation.

C. Cost-Benefit Analyses (CBAs and SCBAs): In some instances the Authority may require that the policies or projects for which it is responsible are subjected to CBAs or social cost - benefit analysis including associated financial, risk or sensitivity analyses, and where this may be relevant, alternative policy scenarios development and testing. C&B and feasibility studies of specific MEPA projects may also be commissioned. It is envisaged that during the period of this engagement, the consultants may be required to conduct or assist MEPA with conducting cost-benefit analysis of the proposed measures to implement ERDF Structural Funded Projects or the implementation of the Water Framework Directive, as well as a broader studies of the costs and benefits of implementing outstanding deliverables emerging from the EU Environment Acquis.

D. Monitoring of environmental economic instruments. As a follow-up to the EU funded project “Building capacity to introduce the polluter pays principle through environmental economic instruments to implement the EU environmental Acquis”, a “Strategy for a three-year plan for the introduction of a Package of Instruments” was delivered. The strategy outlines a screening process and design criteria for environmental economic instruments. Consultants may be required to assist MEPA in administering a Technical Advisory Committee on Market Based Instruments, and to assist with the implementation of the recommendations of the Committee. MEPA is also required to update its own and the EEA/OECD database of environmental economic instruments on a 6-monthly basis. To this end, Consultants may be required to obtain data and information each time a new economic instrument is introduced, or existing instrument modified or removed, log in the data in a central repository and populate the databases. (see http://www.mepa.org.mt/eu_int_affairs/eu_funding/projects/buildingcapacity02.htm)

E. Drafting of a comprehensive policy guiding criteria in relation to bank guarantees. Bank guarantees have the potential of being effective tools for ensuring compliance with permit conditions, particularly where specialized environmental safeguards are involved. To date there has been no comprehensive policy guiding the criteria for requiring a bank guarantees or the monetary quantification of the guarantee. The Consultants will be asked to draft a comprehensive planning and environment policy guidance including definition of scope, methodology for establishing the value of the bank guarantee suitable for different permit types, considering the need for providing an effective deterrent against illegal activities, the cost of addressing environmental damage should this be incurred, and the cost of monitoring compliance. The guidance must be fair, transparent, administratively viable, and seek to avoid undue burden on applicants. The consultants should draw upon existing guidelines for archaeological monitoring, existing practices and planning applications, the process of transposition of the Liability Directive and the environmental permitting procedure and the planning permitting procedure.

F. Providing support on other work as the need arises including the review of proposals and communications from EU and Multilateral organizations with a strong economic input.

The Consultants will follow applicable European best practice guidelines and methodologies for structuring, executing and delivering the services outlined above, including consulting with various stakeholders where this is deemed necessary.

3. Location of engagement

The work related to this engagement shall be performed in Malta. The Consultants will be expected to perform most of the work from own premises, however certain specific assignments may require the experts to work from within MEPA premises, in which case MEPA will provide the necessary office space for the Consultants to carry out their duties.

4. Languages

English, Maltese

5. Reporting

The senior MEPA official who will be responsible for this contract is Ing. Ray Piscopo, Director Corporate Services. Depending on the various assignments the consultants/ experts will refer to the specific Directorates. For every assignment commissioned under this contract, MEPA will designate an Assignment Leader. The Consultants will be required to report to the respective Assignment Leader and to the respective Director in the format stipulated for each assignment.

6. Qualifications / Skills / Experience

The Consultants must have a demonstrated experience in the management of similar assignments in the field of planning and development, project assessment, environment planning and must have a sound background in economics. The Consultants should also have a track record in project management as well as excellent coordinating, reporting and communication skills.

7. Special Conditions

A. This Contract will be offered on a per-hour fee basis in accordance with the requirements of individual assignments commissioned under this Contract, which implies that Consultants will be bound to provide the required services against fixed per-hour fees during the contract period of 12 months, following which the Contract may, or may not be extended at MEPA's discretion.

B. At the start of each assignment, a separate TOR will be agreed between MEPA and the Consultants. Each TOR will stipulate the objectives and expected deliverables, as well as any applicable methodologies, timeframes, categories of expertise and the maximum number of consultancy hours budgeted for the task.

C. Engagement under this Contract will not guarantee that specific assignments will be commissioned or that the budget allocated to the Contract will be utilized in full.

D. The Consultancy Firm and its individual Consultants will not be allowed to participate in bidding for any tenders that may be developed as a result of any of the assignments. The Firm will bind itself to a confidentiality/ non-disclosure agreement prior to the commencement of engagement.

8. Submission requirements

Interested and suitably qualified entities are invited to submit the following:

A. A quotation for per hour fees for the provision of above stated services on a fee-based period contract basis. Wherever different categories of expertise and fees are proposed, these should be clearly explained in the offer. All per-hour fees must be quoted net of VAT.

B. Detailed CVs of the experts (Europass format) that may be mobilized for the various assignments commissioned under this Contract.

C. Brief description of the entity's background, relevant past assignments and portfolio of recent work.

The above documentation should be deposited in sealed envelopes to the tender box at the MEPA premises in Floriana, before 12:00pm on Friday, 28th August 2009. Any technical questions concerning this call for quotations should be addressed to the Director Corporate Service. Ing. Ray Piscopo on email ray.piscopo@mepa.org.mt. Late submissions will not be considered.

9. Criteria for the evaluation of offers

The offers will be evaluated on the basis of the most economically advantageous tender approach. The following criteria will be used in the evaluation of submissions:

Background of the firm and relevant experience of past assignments – 20%

Qualifications of the experts – 20%

Financial offer (on the basis of per hour fees) – 60%