

PROCUREMENT NOTICE Nº 026/2015
IPEA RESEARCH PROGRAM
INDIVIDUAL CONSULTANT SELECTION - FOREIGN EXPERT EXCHANGE

Agreement on Technical Cooperation Loan No. 1841 / OC-BR - BR-L1060

Project: Political and institutional conditions for implementation of infrastructure projects

Recruitment Type: Individual consultant procurement – GN 2350-7 Inter-American Development Bank – IDB.

Description of assignment: Selection of an Individual Consultant – foreign expert – to elaborate a paper and to present a lecture in an event at IPEA’s facilities (Brasilia, Brazil) about the topic: “Public investments in infrastructure: international experiences and identification of new practices”.

1. The Institute for Applied Economic Research (IPEA) has partnered with the Inter-American Development Bank (IDB) to foster the formulation, monitoring and evaluation of public policies in Brazil. The objective of the agreement is to enhance IPEA’s ability to produce, organize and disseminate knowledge about the development challenges facing the country with a final aim at providing alternative solutions.
2. IPEA aims to use part of IDB’s resources for the consultant selection in order to subsidize the implementation of the research project’s activities: “Political and institutional conditions for implementation of infrastructure projects”. The goals of this research are: (i) obtaining a deeper understanding of the institutional aspects that either facilitate or constrain the implementation of infrastructure works in Brazil and (ii) identifying and evaluating the institutional innovations created and adopted in the last years, not only by the public sector, but also by the private sector, in order to overcome the institutional constraints of implementation.
3. Scope of work and responsibilities:
 - 3.1. Elaborate a *paper* within the project “Political and institutional conditions for implementation of infrastructure projects” which must contain an international experience review in public investment, identifying good practices that can lend information for the improvement of the Brazilian model.
 - 3.2. Present a lecture at Ipea’s facilities, in Brasilia, Brazil.
4. Details of the proposed consultancy:
 - 4.1. The work of the consultant will be developed in accordance with the project team;
 - 4.2. The activities must be developed within the deadline of 5 (five) months, to be calculated from the contract signing;
 - 4.3. The chapter can be written in the consultant’s own office . However, the lecture might be presented at Ipea’s headquarters in Brasilia, at dates to be determined by the technical team, respecting the products execution schedule;
 - 4.4. The consultant is responsible for all travel, meal and hospitality expenses incurred in the provision of services and should budget them in the financial proposal.
 - 4.5. The consultant is responsible to provide basic technological equipment, such as computers and software. Ipea will provide a room with the basic resources for the lecture, in Brasília.
 - 4.6. All studies, reports, graphics, computer programs or other products prepared by the consultant will be Ipea’s perpetual property. The consultant can save a copy of these documents and computer programs.
 - 4.7. All programs can be delivered by digital means, via e-mail upon confirmation of receipt.
 - 4.8. The lecture to be presented must be followed by the delivery of the lecture in digital format.
 - 4.9. The products will be accepted only after the coordinators’ considerations and requirement of adjustments.
 - 4.10. The texts will be written in Portuguese, English or Spanish, as well as the lecture presented at the international seminar.

4.11. The payments will be made after the delivery of the products listed on item 5 and the approval of the project's coordinator

5. Outputs and deliverables:

- 5.1. Output 1: Extended summary of the paper containing between 1,200 and 2,000 words, giving detailed information about the problem, objectives, methodology, main arguments and title proposal.
- 5.2. Output 2: Lecture about the topic of the paper in the international seminar at IPEA Brasília-DF, Brazil, with a time estimate between 40 and 60 minutes, followed by debate. Digital version of the presentation containing the essence of Output 2.
- 5.3. Output 3: Final version of the *paper*, containing between 8.000 and 12.000 words, ready for editing, with tables and figures in publishing high-resolution, full references, final title, abstract and key-words.

6. Requirements for experience and qualifications:

6.1. Necessary requirements:

- 6.1.1. Being a foreign researcher from one of the eligible Inter-American Development Bank countries (Annex I);
- 6.1.2. Having actual affiliation abroad, and not having a permanent visa for Brazil;
- 6.1.3. University degree at a doctoral level (Ph.D.) (Holding a Ph.D.) for at least seven years;
- 6.1.4. Written and oral English fluency and intermediate level knowledge of Portuguese;
- 6.1.5. Availability to participate in the seminar at IPEA Brasília-DF, Brazil, for two days in March 2016.

6.2. Desirable requirements:

- 6.2.1. Papers in peer-reviewed journals, referenced by international academic systems, in topics related to the themes of item 2 of this notice;
- 6.2.2. Involvement in research or academic institute or university, preferably in specialized centers in governance, economic and social development or similar; attendance in conferences and seminars with an emphasis on the role of the relationship between State and civil society for the environmental and infrastructure policies or related fields, according to the objective of the paper.

7. Evaluation criteria:

CRITERIA		SCORE	WEIGHT
1	Papers published in peer-reviewed journals, related with the objectives of the consultancy.	<ul style="list-style-type: none"> • Missing (no paper or relevant publication): 0 points • Weak adherence (up to three publications): 2.5 points • Moderate adherence (publication of three to six papers): 5 points • Good adherence (seven to ten papers): 7,5 points • Excellent adherence (more than ten papers): 10 points 	3

CRITERIA	SCORE	WEIGHT
<p>2 Actual work/affiliation in research institute or university; conference and seminars attendance with an emphasis on the role of the relationship between State and civil society for the environmental and infrastructure policies or related fields, according to the objective of the paper.</p>	<ul style="list-style-type: none"> • Missing (no experience): 0 points • Weak adherence (some experience): 2.5 points • Moderate adherence (moderate experience): 5 points • Good adherence (large experience): 7,5 points • Excellent adherence (extensive experience): 10 points 	1

7.1. The final grade will be calculated by the total weighted average.

7.2. Only candidates with scoring 7.5 or more will be accepted.

7.3. The candidates will be classified in descending order.

8. Interested consultants must express interest in this manner:

8.1. All required documents listed on item 8.3 must be sent by e-mail to: cadastrodeconsultores@ipea.gov.br, 6 pm (BSB Time GMT -3) of December 2nd, 2015, indicating as ‘Subject’ the number of the procurement notice (026/2015) and the name of the Project (“Political and institutional conditions for implementation of infrastructure projects”).

8.2. There is a tolerance of 6 hours’ delay for sending the documents. It is recommended to send the messages in advance since IPEA is not responsible for nonreceipt of applications due to eventual technical problems.

8.3. The interested consultants must send the following documents:

8.3.1. Copy of the passport;

8.3.2. Curriculum *vitae*;

8.3.3. Titles and certificates of academic formation;

8.3.4. Copy of the publications in peer-reviewed journals or links for access.

8.3.5. Certificates and other documents with corroborating value in order to prove your experience

8.3.6. Copy of certificates related to attendance in conferences and seminars with an emphasis on the role of the relationship between State and civil society for the environmental and infrastructure policies or related fields

8.4. The expressions of interest that don’t meet the form required will not be considered.

9. Candidates who express interest will be evaluated by a Judge Committee, consisting of three public officials, designated by the IPEA Research Program Coordinator.

10. The Judging Committee will be responsible for the evaluation of the documents presented by the candidates, assignment of scores and choosing of the best qualified candidate.

11. IPEA will publish the final result on its site and in the Official Gazette (‘Diário Oficial da União’) with the names and classification of the best three candidates.

12. Candidates may request information detailing the motives of their unsuccessful application by writing a requirement to IPEA, specifying personal data and number of process within three working days from the day of published results.

13. The selected applicant shall negotiate the terms of reference of the contract and submit a detailed, carefully considered and justified financial proposal based on a lump sum, which should include: consultancy fee, administrative expenses (if applicable), travel expenses (if applicable), and/or any other expenses the applicant deems necessary to incur during the assignment

13.1. During the negotiation process, technical and methodological aspects of the services may be discussed, as long as they don't provoke changes in the object or loss of quality in the final products.

13.2. The financial appropriateness of the proposal will be analyzed by the Project Coordination Unit, considering the Ordinance Ipea n° 198, the 29th October 2014.

13.3. The values attributed to each product must be compatible with the following attribution:

<i>Outputs</i>	<i>Proportion to the global amount</i>
Output 1	30%
Output 2	35%
Output 3	35%
Total	100%

14. On the hypothesis that the negotiation does not result in agreement, IPEA will invite the next best candidate.

15. Aiming to contract the mentioned serviced, IPEA invites consultants to express interest for service provision of the consultant services described.

16. For more information, please contact:

Institute for Applied Economic Research - IPEA

Programs Coordination Division – Institutional Development Department

SBS Quadra 1 Bloco J, Edifício BNDES, 5º Andar, Sala 509, Brasília – DF, CEP: 70.076-900

Tel: 55 (61) 2026-5138 / 2026- 5470/ 2026-5239

Fax: 55 (61) 2026-5568

E-mail: cadastrodeconsultores@ipea.gov.br

Site: www.ipea.gov.br

Brasília/DF, November 17th, 2015.

ALEXANDRE DOS SANTOS CUNHA
Coordinator of Ipea Research Program

ANNEX I

Eligible Countries for Inter-American Development Bank countries

(a) Borrower Countries:

(i)

Argentina, Bahamas, Barbados, Belize, Bolivia, Brazil, Colombia, Costa Rica, Chile, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Suriname, Trinidad and Tobago, Uruguay and Venezuela

(b) Non-borrower Countries:

(i)

Germany, Austria, Belgium, Canada, Croatia, Denmark, Slovenia, Spain, USA, Finland, France, Israel, Italy, Japan, Norway, Netherlands, Portugal, United Kingdom, Republic of Korea, China, Sweden and Switzerland.