



**TERMS OF REFERENCE  
FOR THE PREPARATION OF A DETAILED SAFEGUARD PLAN FOR THE  
HISTORICAL SITE OF CIDADE VELHA  
SANTIAGO ISLAND - CABO VERDE**

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## **1. CONTEXT**

### **1.1 Legal Framework/Current Situation**

The creation of urban centralities requires organized cities, as planned cities, safe, with a good level of sanitation and with a civic and environmental awareness function. They are vital centers of dynamism for the local economy, hence investments in territorial planning, urban and environmental regeneration, rehabilitation and upgrading are reproductive at the economic and social levels, which, added to the dimensions related to municipal attitudes and citizenship, promote the quality of the territory.

The Cabo Verdean legislation, through the Legislative Decree No. 1/2006 of February 13, 2006, created the Basic Law of Territorial and Urban Planning (BLTUP) the first amendment of which was made through the Legislative Decree no. 6/2010 of June 21, and the second amendment by Decree-Law No. 4/2018 of July 6, 2018, which in Base VII defines the Territorial Management System, in which land and urban planning are based on a territorial management system that takes into account the entire territory, keeps its unity, respects the diversity and territorial discontinuity, preserves the biodiversity and strengthens the resilience (in face of) to disaster risks.

The Territorial Management Instruments (IGT), according to Base VIII of the BLTUP and to Article 14 of the National Regulations for Territorial and Urban Planning (NRTUP) provided for in Decree-Law No. 43/2010 of December 10, as amended by Decree-Law No. 61/2018 of December 10, are classified according to the differentiated functions they perform:

- The National Land Planning Directive seeks objectives of national interest and sets out the principles and guiding rules of the discipline to be defined by the other territorial management instruments.
- The Regional Territorial Planning Scheme complies with the guidelines defined in the National Directive for Territorial Planning, and reflects a mutual commitment to compatibility with the Sectoral Plans and the Special Plans of the Territory Planning.
- The Special Plans of the Territory Planning prevail over the Intermunicipal and Municipal territory Planning.

- The Inter-municipal and Municipal Territory Planning should develop and implement the guidelines defined in the National Directive of Territory Planning and the Regional Scheme of Territory Planning.
- The Plans of the Municipal Territory Planning should meet the guidelines defined in the plans of the Inter-municipal Territory Planning.
- The plans of the Municipal Territory Planning are the Municipal Master Plan and the Detailed Plan, and may be designated by Municipal urban plans.
- In relation to the plans of the Municipal Territory Planning figures, the provisions of the Detailed Plan should comply and be compatible with the provisions of the Municipal Master Plan.
- Whenever a National Directive of Territory Planning or a Regional Scheme of Territory Planning comes into force, it is mandatory to amend the plans of the Inter-municipal and Municipal Territory Planning, with which they are not compatible.
- The Municipal Master Plan (MMP) is the Territory Management Instrument that rules the spatial organization of the entire municipal territory.
- The MMP, based on the local development strategy, sets out the spatial structure, the basic classification and qualification of the soil, as well as the occupational parameters, by considering the resilient deployment of social facilities and infrastructure.
- The Detailed Plan (DP), as an Urban Plan, is the Territory Management Instrument that defines in detail the soil use parameters of any delimited area of the municipal territory, the use of which is defined by the Municipal Master Plan (MMP). It develops and materializes spatial organization proposals for any specific area of the municipal territory, by defining in detail the conception of the occupational mode and serving as a basis for infrastructure projects, building architecture and exterior spaces, according to the priorities provided for in the MMP.
- The DP may also, by resolution of the Municipality, adopt one of the following specific modalities:
  - a) The rural area intervention plan;
  - b) The detailed urban rehabilitation plan;
  - c) The detailed safeguard plan;

- **The intervention plan in the rural area covers** the soil with vocation for agricultural, livestock, forestry or mineral activities, as well as those which integrate protective or leisure natural spaces and shall lay down rules concerning:
  - a) The construction of new buildings and the reconstruction, alteration, enlargement or demolition of existing buildings, whenever necessary for the practice of activities authorized in the rural area;
  - b) Implementation of new infrastructure for the circulation of vehicles, animals and people, and new public or private equipment for collective use, and the remodeling, extension or alteration of existing facilities;
  - c) Creation or granting of public or private spaces for collective use and respective accesses and parking areas;
  - d) Creation of conditions for the provision of complementary services to activities authorized in the rural area;
  - e) Protective, valorization and requalification operations of the natural and cultural landscape.
  
- **The detailed urban rehabilitation plan covers urban land**, which is acknowledged to have a vocation for the process of urbanization and edification corresponding to all or part of:
  - a) Historic center delimited in an effective municipal master plan;
  - b) Urban rehabilitation area established by law.
  
- **The detailed urban rehabilitation plans** whose area of intervention contains or coincides with immovable cultural heritage classified or in the process of being classified, and the respective protection areas, pursue the objectives and purposes of the detailed plans for safeguarding cultural heritage, having also for those areas the content of this plan, enshrining the rules and principles for safeguarding and

valuing the classified heritage or in the process of being classified and the respective protection areas established in the respective applicable legislation.

- The detailed safeguard plan establishes the strategic guidelines for action and the rules for the use and occupation of the land and buildings necessary for the preservation and valorization of the environmental and cultural heritage existing in its area of intervention, developing the restrictions and the established effects by the classification of the property and the special protection area.

## 1.2 Cidade Velha World Heritage (CVWH) Framework

The settlement of Cidade Velha World Heritage Site (CVWH), originally called Ribeira Grande de Santiago de Cabo Verde, was one of the first urban nucleus created by the Portuguese overseas, corresponding to its foundation in the second half of the fifteenth century (1460), and constituting at that time practically the only urban settlement in the archipelago.

The first legal recognition of the Historic Site of Cidade Velha was its classification as National Cultural Heritage in the 1990s, through Decree 121/90, of 8 December, defining a Protected Area (Historic Area) and a Buffer Zone.

In 2009 UNESCO, recognized the Exceptional Universal Value (EUV), based on criteria II, III and VI; namely:

Criterion II - By the **monuments and remains, the maritime and agro-urban landscape** which bear witness to its role in international exchanges and the birth of Atlantic triangular trade.

Criterion III - The urban site **bears witness to the origins and development over almost three centuries of the Atlantic slave trade** and its relations of domination.

Criterion VI - **Ribeira Grande was the cradle of the first mestizo Creole society** that later spread across the Atlantic, adapting to different contexts through art, social customs, beliefs, pharmacopeia and culinary techniques.

Currently this set is threatened, mainly due to disorganized urban growth, resulting in changes and transformations in the urban and housing profile, causing notorious environmental/landscape, cultural and social losses with negative impact on the sustainable, harmonious development of the site.

Aiming at its protection, conservation and restoration, as well as its coherent development and harmoniously adapted to contemporary life, the **Detailed Safeguard Plan (DSP)** of this historic site and its buffer zone is necessary.

The issue of safeguarding historic towns is a concern at international level and the impact of urbanism born from the industrial era threatens these ensembles. Faced with this situation, UNESCO through the International Council on Monuments and Sites (ICOMOS) has drawn up letters and reminders for the safeguarding of historic towns, namely the *International Charter for the Conservation and Restoration of Monuments and Sites* (Venice, 1964), *Recommendations concerning the safeguarding of historic ensembles and their function in contemporary life* (Nairobi, 1976), and the *International Charter on the Safeguarding of Historic Towns* (Washington, 1987).

In addition to these international instruments cited above, at national level there is legislation that promotes the safeguarding and enhancement of environmental, cultural, historical and architectural heritage, namely the **Constitution of the Republic of Cabo Verde, Legal regime for the protection and enhancement of cultural heritage**.

Despite the shortage of financial resources, the Government has been making efforts to provide the national territory with laws and regulations aimed at safeguarding and enhancing environmental, social and cultural heritage. However, there are several historic centers classified as national heritage that still do not have a DSP, which demonstrates the need for work to be carried out to provide such centers with DSP that respond to their daily challenges.

## **2 SCOPE: GENERAL OBJECTIVE, SPECIFIC OBJECTIVES AND EXPECTED RESULTS**

### **2.1 General objective**

The general objective is to hire a consulting firm dedicated to developing urban planning and projects to draw up a Detailed Safeguarding Plan (DSP) for "Cidade Velha", which is provided for in the Management Plan, 2019-2022 of Cidade Velha, World Heritage Site. The aim of the DSP is to provide the historic center of Cidade Velha, a World Heritage Site, with an instrument with clear policies for safeguarding the historic values of the

Center, namely the protection of the historic and heritage buildings, as well as its urban and landscape layouts, and to allow an integrated development, adapted and harmonious with contemporary life, without, however, compromising the authenticity of the historic center.

The classification of Cidade Velha as World Heritage has increased its visibility internationally, resulting in a significant increase in the number of visitors, thus making it an important tourist attraction in the context of the Island of Santiago and Cape Verde in general. Being a place of memory, it can be connected to other destinations with which it has historical links, ensuring the development of cultural tourism as a segment committed to the preservation and appreciation of history and culture, local development and improvement of living conditions of its residents.

Once the DSP has been drawn up and approved, it is planned to move on to the implementation phase of some interventions in the historic center, namely (i) the rehabilitation of the central square and market place; (ii) the rehabilitation of adjacent historic central streets; as well as (ii) the requalification of the Sebastião neighborhood, the pedestrian trail around the Fort of São Filipe and the improvement of tourist signposting. Thus, associated with the safeguards foreseen in the Cidade Velha Management Plan, the social and environmental component is to be included in the DSP. Environmental and social safeguards are indispensable tools in the design of the projects to be implemented, and aim to guide the implementation of projects to minimize, mitigate, compensate and monitor the potential negative impacts associated with the planned interventions.

## **2.2 Specific objectives**

After the classification of Cidade Velha, World Heritage Site by UNESCO in 2009, one of the basic recommendations of UNESCO, from the heritage charters, is the elaboration of Safeguarding Plans for the Historic Center, the Institute of Cultural Heritage (IPC) has also foreseen from its Management Plans the first one 2008 - 2012 and the second one 2019 - 2022, the elaboration of this important instrument.

Currently, due to the enormous housing pressure that the Historic Center of Cidade Velha has been experiencing, putting at risk the authenticity of the Center, it is extremely



important to provide the entire historic site of Cidade Velha with this important instrument, DSP.

Thus, it is intended, within the wide classified area and buffer zone, to firstly endow the Historic Center with a DSP, since it has been suffering a lot of housing, urban and landscape alterations, irreversibly and noxiously changing the Classified historic ensemble.

Taking into account international recommendations for the safeguarding of historic ensembles, the specific objective to contract the firm is:

- Safeguard of the urban form defined by the design of streets and the parceling of land;
- Improve the relationships between different urban spaces: built spaces, public spaces, green spaces;
- Preserve the shape and appearance of buildings (interior and exterior) defined through their structure, volume, style, scale, materials, color and decoration;
- Preserve the harmony between the city and its surroundings;
- Preserve the different functions of the city, acquired throughout its history;
- Recover the architectural features of buildings;
- Propose improvement of habitability conditions;
- Protect buildings with heritage value;
- Define levels of intervention in buildings with heritage value;
- Assess the environmental and social aspects that are inherent to the interventions to be carried out;
- Guide architectural rehabilitation process of the deteriorated, degraded buildings, by means of their physical recovery;
- Integrate adequately the new urbanistic interventions in the Historic Center;
- Promotion of sustainable mobility;
- Development and modernization of public equipment network and infrastructure;
- Provide the site with cultural infrastructures, stimulating longer period of stay of visitors to the site.

## **2.3 Expected results**

- a) The municipality's technicians and decision-makers equipped with instruments to plan and implement urban requalification, conservation and building rehabilitation projects with a strong positive impact on the population's quality of life, the enhancement and safeguarding of classified heritage and the local and environmental economy;
- b) Increase in the quality of implementation of the instruments defined in Cabo Verde legislation for territorial planning;
- c) Improvement of management and communication procedures assimilated by the parties involved in this project, namely the City Hall, the citizens and the investors;
- d) Development of methodologies and procedures that consolidate project management in a sustainable manner;
- e) Inclusion of the Risks and Disasters theme in the Plans, as guided by the last legislative change, an important point to ensure the safeguard of the heritage, as to guarantee the safety and well-being of its inhabitants;
- f) Contribution to dissemination nationwide of good project management practices resulting from international partnerships;
- g) Provide the municipality with a mechanism that promotes the safeguarding and valorization of the historic center, the fiscal/economic sustainability of new settlements, reducing the installation and maintenance costs of infrastructure for governments (central and local), increasing accessibility levels for current and future residents and users of the regions covered by the plan.
- h) Conservation and valorization of the whole historic urban and landscape set;
- i) Regulation of the car circulation and the parking places inside the historical center, in order not to degrade its appearance or its surrounding environment.
- j) Improvement of the visual aspect of the City, in order to attract more investment from tourism operators.

### **3 ASSUMPTIONS AND RISKS**

#### **3.1. Assumptions underlying the project intervention**

The DSP will be the planning instrument that will define in detail the parameters for land use and safeguard the heritage, historic and environmental values in a sustainable way, taking into account potential environmental and social risks.

#### **3.2 Risks**

- The dispersion of basic elements for the characterization of the reference situation;
- The long duration of the implementation of the Detailed Safeguard Plan, as a legal instrument for territorial planning;
- Challenges in the follow-up and management of multi-annual projects; and
- The monitoring of the several actors at the appropriate times, according to the legal requirements, in particular, at the time of public consultation.

### **4. SCOPE OF THE PROJECT**

#### **4.1. General considerations**

##### **4.1.1 Description of work to be performed and products to be delivered**

The Detailed Safeguarding Plan shall consist of the following documents, prepared taking into account Decree-Law no. 43/2010, of 27 September, first amended by Decree-Law no. 61/2018, of 10 December 2018:

- k) Regulation;
- l) Graphic elements;
- m) Report;
- n) Environmental and Social Impact Study (ESIS) that will guide the management of environmental and social risks of the planned projects, suggesting measures to mitigate them;
- o) Implementation program.

The above mentioned documents must be delivered in paper or physical format (2 copies) and digital format being the final delivery open (DWG and SHP).

#### **4.1.2 Geographical area covered**

It covers the municipality of Ribeira Grande de Santiago, specifically the settlement of Cidade Velha, from the boundary of the Santo António neighborhood to the boundary of the Santa Marta neighborhood and riverside, entering through the valley to the convent of São Francisco, passing by the São Pedro guest house and bypassing the fort of São Filipe, fitting this plan where the execution of the National Housing Program is planned and or places previously identified by the Management Plan, 2019-2022 of Cidade Velha, World Heritage.

#### **4.1.3 Target groups**

The resident population, and others who develop their economic activities there, national and international tourists, and in a comprehensive way, the country.

#### **4.2 Specific activities**

The DSP must consist of material pieces (material content) and documentary pieces (documentary content), prepared taking into consideration Decree-Law nº43/2010, of 27 September, which approves the National Regulations for Territorial and Urban Planning (LBOTPU) prior to the first amendment made through Decree-Law nº61/2018, of 10 December 2018.

##### **4.2.2 Material content:**

The Detailed Plan establishes at least the following points, without prejudice to the specificities necessary for its development, namely:

- a) Definition and characterization with greater relevance in the biophysical part of the intervention area, identifying in a detailed way the risk areas and the natural areas to protect;
- b) The land situation of the intervention area, proceeding when necessary to its transformation, proceeding to its parceling or reparcelling of the property;
- c) The constitution of plots for construction;
- d) Urban design, expressing the definition of public spaces, road and pedestrian circulation, parking as well as their treatment, alignments, implantations, terrain modeling, volumetric distribution, as well as the localization of equipment and green areas;

- e) Distribution of functions and the definition of urbanistic parameters, namely indexes, density of dwellings, number of floors, arch centerings;
- f) The demolition, conservation and rehabilitation operations of existing constructions;
- g) The rules for the occupation and management of public spaces;
- h) The implantation of infrastructure networks, with objective delimitation of the areas allocated to them;
- i) Building regulations, including the criteria for urban insertion and the dimensioning of equipment for collective use, as well as its location in the case of public equipment
- j) The identification of the plan's implementation systems, their respective timing and the programming of associated public investments, as well as their articulation with private investments;
- k) Structuring the actions for compensation and redistribution of benefits and burdens in the intervention area;

Without prejudice to the specific material content of a Detailed Plan, the Detailed Safeguards Plan shall adopt the specific material content appropriate to the protection and enhancement of the classified real estate properties and respective special protection areas, establishing, namely:

- a. Priority use and occupation;
- b. The areas to be rehabilitated;
- c. Criteria for intervention in built and original features;
- d. The mapping and census of all parts of the property and the special protection area;
- e. Strategic intervention guidelines at economic, social and urban and landscape requalification levels;
- f. The delimitation and physical, architectural, historical-cultural and archaeological characterization of the intervention area;
- g. The land situation of the intervention area, proceeding, when necessary, to its transformation;
- h. The rules for the alteration of the urban form, considering the urbanistic operations and the land remodeling works;
- i. The building regulations, including the regulation of volumes, alignments and arch centerings, coloring and external cladding of buildings;

- j. Specific rules for the protection of archaeological heritage, namely those concerning preventive measures for safeguarding the archaeological heritage;
- k. The rules to which construction, reconstruction, extension, alteration, conservation and demolition works must obey;
- l. The rules for outdoor advertising and signposting;
- m. Identification of the real estate properties, or groups of real estate properties, which may give rise to the exercise of the right of preference in the event of sale or payment in kind.
- n. Good environmental and social practices.

#### 4.2.2 Documentary Content:

- l) **Regulation:** refers to the specific regime of the building and parceling of urban property, the distribution of roles and the definition of urbanistic parameters, namely indexes, density of dwellings, number of floors and arch centerings, and may also include indicators related to colors and materials to be used, as well as the conditions for restructuring areas of illegal genesis.
- m) **Graphic pieces:**
  - a. Framework plan, covering the intervention area, duly marked, the main communication routes, the relevant infrastructures and public facilities, the most important urban centers, extracts of the strip adjacent to the boundary of the DSP of the surrounding areas, if any, and other elements considered relevant;
  - b. Plan of the existing situation, on a scale of 1:1000 or 1:500, in which the main elements of vegetation cover, the division of the property, the constructions and the existing general and local infrastructures are indicated;
  - c. Plan of constraints, which identifies the easements and public utility restrictions in force that may constitute limitations or obstacles to any specific form of development;
  - d. A legal plan, on the same scale as the existing situation plan, in which the special impact of the indicative measures and binding provisions of the plan are registered by means of agreed graphic symbols, namely the subdivision,

the limits of the construction areas, the access system, including the organization of parking and the public spaces;

- e. Summary plan, incorporating the main solutions adopted to the planning
- f. Risk Map, in order to identify the risk areas and characterize the type of risks and their constraints

n) **Report:** This document should substantiate the main solutions adopted and their integration in the planning and programming of the Municipality's activity, including the following aspects:

- a. The extract from the PDM or PDU in force for the area, noting the adapted or detailed provisions;
- b. The characterization and diagnosis study, with greater focus on the biophysical characterization of the intervention area, identifying the risk areas and the natural values to be protected;
- c. The development strategy, including the location, distribution and development of economic activities, justifying the main solutions adopted.
- d. Environmental and social report. This document must include the general good environmental practices to be adopted for any intervention within the classified and surrounding area. At the social level it must address the different mechanisms for engaging stakeholders and affected parties, the IEC plan, the complaint mechanisms, the gender issue, GBV etc.

The EIAS of the planned interventions should comply with the national legislation in force and the World Bank's Environmental and Social Framework (ESF), the 10 Environmental and Social Standards as well as the World Bank Group's General Environment, Health and Safety Standards.

**Implementation Program and Funding :** The document shall contain the indicative provisions on the implementation of the planned municipal interventions and their financing.

Products	Activities	Qtd	Output	Deadlines
P1. Detailed Work Plan	It shall contain all the tasks to be carried out, the material and human resources and	1	<b>Detailed Work Plan</b> , including the schedule of activities for the DSP of	10 days after

	the description of the methodology to be used for each of the activities, and a detailed schedule for the execution of the tasks;		Cidade Velha World Heritage Site.	signing the contract.
P2/A - Written Parts	The firm must submit a preliminary draft of the Plan, containing all the material and documentary content of the DP, (Plan Proposal, Zoning Report, Regulation, Execution and Financing Program, and Graphic Parts) in accordance with the LBOTTPU and the RNOPTU.	5	- <b>Characterization and Diagnosis Report</b> , integrating, for the area in force, the extract of the PDM in force for the area, indicating the adapted or detailed provisions, the socio-economic characterization and diagnosis study of the intervention area, identifying, when justified, the cultural and natural values to be protected, among others.	3 months after signing the contract.
			- <b>Planning Report</b> , justifying the main solutions adopted and their integration in the planning and programming of the Municipality's activity;	9 months after signing the contract.
			- <b>Regulation</b> , laying down the specific regime for the construction and parceling of urban property, the distribution of functions and the definition of urban parameters, namely indexes, density of dwellings, number of floors and arch centerings and indicators relating to colors and materials to be used, among others;	



			<p><b>- Environmental and Social Impact</b> Assessment, including addressing and dealing with gender issues, with regard to the use of public space, considering different needs and routines when it comes to access to the city (access, mobility, safety and freedom from violence, health and hygiene, climate resilience and security of tenure) by girls and women and sexual and gender minorities of all ages and abilities.</p> <p><b>Implementation Program and Funding</b> containing indicative provisions on the realization of the planned municipal interventions as well as on the means of financing them.</p>	
P2/B - Graphic Pieces			<p><b>- Framing Plan</b> covering the intervention area, properly marked, the main communication routes, the relevant infrastructures and public facilities, the most important urban centers, extracts of the strip adjacent to the border of the DSP of the surrounding areas, if any, and other elements considered relevant;</p>	

			<p><b>- Existing Situation Plan</b> on a scale of 1:1,000 or 1:500, in which the main elements of vegetation cover, the division of property, buildings and existing general and local infrastructures are indicated;</p> <p><b>- Plan of Constraints</b> that identifies existing public utility easements and restrictions that may constitute limitations or impediments to any specific form of exploitation;</p> <p><b>- Legal Planning Plan</b> on the same scale as the existing situation plan, in which the special impact of the indicative measures and binding provisions of the plan, namely the subdivision, the limits of construction areas, the access system, including the organization of parking, and public spaces, are registered by means of agreed graphic symbols;</p> <p><b>- Risk Map</b> showing the disaster risks to which the territory is subject, namely (hazards, exposure and vulnerability) and the predictable impacts of climate change, based on the defense of environmental and</p>	
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			<p>landscape values, nature conservation and biodiversity, on the promotion of increased resilience to disaster risks associated with geological, biological, technological, climatic and meteorological hazards, promoting measures to reduce exposure and vulnerability and integrating the "rebuild-better" principle in post-disaster reconstruction and rehabilitation processes;</p> <p><b>- Summary Plan</b> incorporating the main solutions adopted in the planning, other documents required by law (see Article 119 of the RNOTPU) and others that may prove necessary.</p>	
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The firm presents the plan's proposal containing the graphic and documental pieces, which must be validated by the monitoring commission and then submitted to public consultation. After the complaints have been dealt with and duly incorporated into the proposal, the firm submits the final version of the plan for validation and approval.

#### 4.2.3 Management framework

The project is technically managed by MIOTH, through the National Institute for Territorial Planning (INGT), in conjunction with the Institute for Cultural Heritage (IPC) and the Ribeira Grande de Santiago Municipal Council (CMRGS).

Issues related to the administrative and financial part of the contract are managed by the Special Projects Management Unit (UGPE) which is the entity with competencies for such, defined by the Government with the World Bank.

#### **4.2.4 Resources for the contracting authority and/or other parties**

A team will be appointed to monitor the consultancy assignments. Whenever necessary, the MIOTH, IPC or CMRGS will provide to the firm a meeting room with internet connection.

### **5. LOGISTICS AND SCHEDULING**

#### **5.1 Location**

The operational base for the project management team will be in the city of Praia, at the MIOTH facilities.

The operational base for the firm will be under its responsibility.

#### **5.2 Contract and period of implementation of the tasks**

The duration of the contract is 10 and a half months (9 months + 1 month for public consultation of DSP and + 15 days for the administrative processing of the public consultation period) counted from the date of its signature.

The contractor reserves the right not to sign the contract with entities that, at the date of the tender, are in default with the project managing entity (MIOTH/INGT/IPC/CMRGS).

For reasons of efficiency in fulfilling the deadlines and schedule of the tender, the contractor reserves the right not to sign more than two contracts with each winning company.

### **6 COMPOSITION OF THE TECHNICAL TEAM AND REQUIREMENTS FOR THE TEAM LEADER**

#### **6.1 Team**

The DPS must be prepared by a consulting firm, with a minimum of 5 (five) years of proven experience in detailed territorial planning, having carried out at least 3 DP in Cape Verde or in similar realities. References are the DPS already approved, available for consultation on the INGT website: <https://ingt.gov.cv/ingt/documentos/#42-115-plano-detalhado-cha-das-caldeiras> .

The team must be multidisciplinary, coordinated by one of its members (the team leader) and must ensure, at least, the participation of specialists in the areas of architecture, urban planning, heritage, archaeology, landscape architecture, civil engineering, economics, law, spatial planning-urban design, environmental engineering or environmental science, individually with proven professional experience, in addition to other specialties that are indispensable or advisable for carrying out the work. The technical team must be of recognized good reputation and professional experience, namely within the scope of Plans of the Municipal Territory Planning.

## **6.2 Key-staff**

The firm's key-staff is defined and must submit each key-staff curriculum vitae and declarations of exclusivity and immediate availability.

With regard to the present assignment, the key-staff must have the following profile:

- **Key-Staff - Team Leader** - Urban Architect
  - Qualifications and competences
    - Minimum 10 years of professional experience in similar projects;
    - University degree of at least a BA (Bachelors) level.

## **6.3 Other key-staff and support services**

- Specialist 1 - Architect
  - Qualifications and competences
    - Minimum 5 years of professional experience in urban planning and design projects;
    - University degree of at least a BA (Bachelors) level.
- Specialist 2 - Geographer and Spatial Planner
  - Qualifications and competences
    - Minimum 5 years of professional experience in planning projects, ecological structure and landscape values and urban design;
    - University degree of at least a BA (Bachelors) level.

- Specialist 3 - Civil Engineer
  - Qualifications and competences
    - Minimum 5 years of professional experience in urban infrastructure projects;
    - University degree of at least a BA (Bachelors) level.
- Specialist 4 - Lawyer
  - Qualifications and competences
    - A minimum of 5 years' professional experience in the regulations governing the specific regime for the building and parceling of urban property;
    - University degree of at least a BA (Bachelors) level.
- Specialist 5 - Archaeologist
  - Qualifications and competences
    - A minimum of 5 years' professional experience in archaeological works;
    - Experience in emergency archaeology work or monitoring of construction sites;
    - Experience in archaeological prospection;
    - Experience in the preparation of opinions, projects and studies of archaeological impacts;
    - Experience working at sites or properties inscribed on the World Heritage List;
    - Knowledge of land management plans;
    - Experience in archaeological heritage inventory work.
    - University degree of at least a BA (Bachelors) level.
- Specialist 6 - Cultural Heritage Technician
  - Qualifications and competences
    - Minimum of 5 years of experience in cultural heritage work;

- Experience of working on sites inscribed on the World Heritage list;
  - Experience in cultural heritage inventory work;
  - Knowledge of national and international legislation on cultural heritage;
  - Experience in cultural heritage management and classification process;
  - Knowledge of land use plans.
  - University degree of at least a BA (Bachelor) level;
- Specialist 7 - Sociologist (with experience in gender issues, *stakeholder* engagement in project design to ensure that the development of the DSP includes a participatory approach)
    - Qualifications and competences
      - Minimum 5 years of professional experience in elaboration of social studies of urban infrastructure projects;
      - University degree of at least a BA (Bachelor) level.
- Specialist 8 - Environment Engineer
    - Qualifications and competences
      - Minimum 5 years of professional experience in preparation of environmental studies of physical infrastructure/landscape rehabilitation projects etc;
      - University diploma of at least a BA (Bachelor) level in environmental engineering and/or environmental science.

Support services (including the possible need for topographical surveys, acquisition of maps and other supporting documents) are considered to be included in the financial proposal of the bidder.

## **7. MONITORING AND EVALUATION**

### **7.1 Definition of indicators**

The progress of the DSP will be assessed, inter alia, through the submission of:

- Preliminary measures and preliminary document (study phase);
- Preparation of the Plan proposal;
- Prior approval of the Plan proposal;
- Public consultation;
- Final approval of the Plan
- Reports and other documented records of coordination meetings, in person or remotely;
- Field missions.

## **8. PROVISION OF ESSENTIAL DOCUMENTS AND OTHER INFORMATION**

8.1 INGT, IPC, CMRGS will provide, within the context of this consultancy, the documents available in their databases, in particular:

1. Base cartography available in the entities;
2. Boundary of the information area;
3. Relevant information available in IDECV (Spatial Data Infrastructures of Cabo Verde)
4. Relevant documentation on the General Environmental regulations, Health and Safety Standard, of the World Bank Group, including the Environmental and Social Framework (ESF) and other supporting information in this regard.

It is the sole responsibility of the consulting firm to collect any sectorial information that may prove necessary, as well as the topographic survey with georeferenced planimetric register information necessary for project preparation, which allows the on-site demarcation, for example, of terrain vertices, terrain altimetric survey with contour lines every 50 cm of unevenness, which contemplates all the necessary elements, such as, walls, vegetation, buildings, drainage, accesses, alignment, interferences in underground networks, etc., whose cost is supported by the contract. The cost of which is borne by the contract.