

Submission deadline: April 10th, 2026.

CALL FOR PROPOSAL

The purpose of the Call for Expression of Interest is to solicit interest from existing or prospective Implementing Partners that wish to participate in UN-Habitat operation and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as outlined below and subsequently agreed in an Agreement of Cooperation.

Implementation of Demonstration Projects for Innovative and Inclusive Tactical Urbanism: Integrating Circular Economy, Recycling Activities, and Early Childhood-Friendly Spaces through Architectural and Urban Design.

Size of grant: \$95.000 USD

Purpose of CFP: The purpose of this Terms of Reference is to select an implementing partner to co-create and implement three demonstration projects that transform public spaces through participatory processes, promoting environmental sustainability, social inclusion, and community well-being. These projects aim to improve recycling and waste recovery practices in a public space in Bogotá and to design and deliver high-quality, safe, and inclusive public spaces for early childhood in Medellín and Barranquilla, aligned with UN-Habitat methodologies, local regulations, and multi-stakeholder collaboration, while generating lessons and tools that support learning and replicability in other urban contexts.

Submission Start Date: April 10th, 2026.

Submission Deadline Date and time: April 29th, 2026. 17:00 EST.

Project Key Information

UN Habitat work with the Bogotá Circular UAESP and EPPI - FEMSA projects share the goal of transforming public space as a key instrument for sustainability, social inclusion, and urban well-being. On one hand, Bogotá Circular aims to strengthen the activities of recyclable materials recoverers through circular economy strategies and the implementation of innovative solutions that improve solid waste management, dignify the economic activity of the recycler population, and contribute to the recovery and enhancement of public space—particularly in environments such as public market plazas and commercial public facilities—through tactical urbanism interventions. On the other hand, the EPPI project focuses on ensuring that children and caregivers in Latin American cities have access to high-quality, safe, and inclusive public spaces that support their well-being and holistic development. Together, both initiatives position public space as a catalyst for social, environmental, and economic development by integrating innovation, community participation, and inclusive territorial approaches.

This initiative consists of three demonstration projects implemented in partnership with UN-Habitat, UAESP, and Fundación FEMSA, aimed at improving the quality, inclusivity, and sustainability of public

spaces through participatory design and tactical/practical urbanism. The projects include one pilot intervention in Bogotá focused on strengthening recycling and waste recovery processes in public space (together with UAESP), and two interventions in Medellín and Barranquilla with a specific focus on early childhood-friendly public spaces (together with FEMSA). All projects integrate community participation, alignment with local technical regulations, environmental sustainability, social inclusion, and the systematization of lessons learned to support replication and scaling in other urban contexts.

Cities Overview

- **Bogotá** is Colombia's capital and largest city, characterized by its scale, social diversity, and complex challenges related to waste management and public space use, making it a strategic context for piloting innovative and inclusive recycling-focused public space interventions.
- **Medellín**, known for its strong urban innovation agenda and community-based planning processes, provides a favorable environment for developing high-quality public spaces that support early childhood development.
- **Barranquilla**, a key Caribbean port city with rapid urban growth and vibrant public life, presents an opportunity to strengthen inclusive and resilient public spaces for young children and caregivers in a context of climatic, social, and territorial transformation.

Brief Background of the Project

- *Brief Background – Bogotá Circular: Reciclagentes UAESP (Bogotá)*

The UAESP project is developed in Bogotá, Colombia's capital and largest metropolitan area, with an estimated population of over 10 million inhabitants and a highly dense and complex urban structure. Bogotá generates more than 7,000 tons of solid waste per day, with recycling playing a critical role in environmental sustainability and social inclusion, particularly for the thousands of recyclers who depend on public space for their livelihoods. However, many recycling activities take place in informal conditions, generating conflicts over the use of public space and environmental impacts at the neighborhood scale. In this context, the project seeks to pilot a participatory, tactical urbanism intervention in a selected public space to improve recycling processes, organize the work of recyclers—especially cart recyclers—and enhance the quality, health, and functionality of public space, aligned with the city's technical regulations and UN-Habitat methodologies.

- *Brief Background – EPPI Project FEMSA (Medellín and Barranquilla)*

The FEMSA project focuses on the transformation of public spaces with an early childhood approach in Medellín and Barranquilla, two strategic Colombian cities with distinct territorial and demographic dynamics. Medellín, with an estimated 3.3 million inhabitants in its metropolitan area, is internationally recognized for its urban innovation, social urbanism, and strong community-based planning processes, yet still faces inequalities in access to safe and high-quality public spaces for children and caregivers. Barranquilla, with approximately 2.2 million inhabitants in its metropolitan area, is a rapidly growing Caribbean city experiencing significant urban expansion, climatic challenges, and social transformation,

where the availability of inclusive and resilient public spaces for early childhood remains uneven. Through participatory design, architectural interventions, and tactical/practical urbanism, the project aims to create safe, inclusive, and developmentally supportive public spaces for early childhood, while generating scalable models aligned with local regulations, UN-Habitat principles, and multi-actor partnerships.

Action's approaches:

UN-Habitat Principles: New Urban Agenda (NAU)

In 2016, the New Urban Agenda is formulated as a guide to guiding city development efforts for a wide range of actors (states, urban and regional leaders, donors, United Nations programs, academia, civil society, among others) for the next 20 years. In addition, it seeks to promote more inclusive, compact, and connected cities through urban planning and design, governance and urban legislation, and the urban economy. It seeks to create a bond of mutual reinforcement between urbanization and development. NAU was welcomed by the cities that are part of the project: Bogota, Medellin and Barranquilla

Site analysis and spatial assessment and process of co-creation and participation with the community

UN-Habitat will carry out this process and deliver the information to the implementing partner as input for the tactical urbanism design of the proposal:

Site analysis and spatial assessment of the selected public space

The site analysis and spatial assessment of the selected public spaces will be conducted by **UN-Habitat** during the preparatory phase of the project. This assessment will evaluate the physical, environmental, and functional conditions of the site, including circulation patterns, current uses, and dynamics related to recycling activities and community interaction. The implementing partner will use the results of this assessment as a key input for the development of the architectural and urban design proposal.

Participatory co-design process with community stakeholders

The participatory co-design process for the three public spaces will be **facilitated by UN-Habitat**, engaging waste pickers, older adults involved in community care networks, community members, and relevant local stakeholders. Through workshops and participatory activities, UN-Habitat will gather community perspectives and spatial needs. The implementing partner will use the outcomes of this process to inform and develop the architectural and urban design proposal.

Required advisory components:

The implementing partner will provide technical and methodological support focused on the architectural and urban design and the implementation of the 3 tactical urbanism intervention,

ensuring that the project is developed through community participation and collective implementation processes. The advisory support will include the following components:

- a) Development of three architectural and urban design proposal: one integrates recycling activities, public space functions, community care practices and two early childhood-friendly public spaces
- b) Design of spatial elements that support recyclable material recovery, including areas for sorting, circulation, and temporary organization of materials.
- c) Design of spatial elements that support early childhood development and caregiver **interaction**, including safe play areas, spaces for exploration and learning, accessible circulation paths for children and caregivers, and flexible areas that encourage play, rest, and social interaction in the public space.
- d) Design of spaces for community interaction, environmental education, and material valorization activities led by older adults.
- e) Development of urban design components such as:
 - Architectural elements and devices for the proper collection of different recycling materials. This arrangement must allow quick access and collection by recyclers without occupying or affecting public space.
 - Architectural elements and devices designed to support safe, inclusive, and stimulating environments for early childhood in public space. These elements should facilitate play, learning, and interaction for children and caregivers, ensuring accessibility, visibility, and safety while allowing flexible use of the space without obstructing circulation or other public space functions.
 - Modular or tactical urban furniture.
 - Surface treatments and spatial demarcation.
 - Shade structures and seating areas.
 - Accessible circulation pathways.
 - Visual and pedagogical elements related to recycling and the circular economy.
- f) Provide a detailed budget for each intervention, specifying materials, design, construction phases, and a schedule for completion. *The budget must be submitted in US dollars.*
- g) As part of the agreement, a risk insurance policy must be taken to ensure the implementation and fulfilment of the terms agreed.
- h) Implementation of interventions through participatory and community-based construction processes, including coordination with local stakeholders, community members, and institutions to ensure collective ownership and appropriate use of the space.

- i) Implementation of the interventions must prioritize the procurement of materials from local markets and suppliers and the hiring of local labor whenever possible, contributing to the strengthening of the local economy and community ownership of the project. All construction and contracting processes must comply with Colombian legal requirements, including applicable occupational health and safety standards, labor regulations, and procurement and contracting procedures established by national and local legislation. Furthermore, the implementation partner must liaise with the relevant authority in each city.
- j) The implementation partner must handle the licensing process and obtain the necessary permits for the implementations.
- k) Documentation and systematization of the design and implementation process and lessons learned, supporting the development of a replicable model for inclusive circular public space interventions.
- l) Material for communications during the implementation, pictures of before and after the urban interventions, testimonies of beneficiaries, etc.

Main objective:

The main objective of the action is to design and implement 3 demonstration tactical urbanism projects that improve environmental sustainability, social inclusion, and quality of life through participatory and community-driven processes, strengthening recycling practices in 1 public space in Bogotá and creating safe, inclusive, and high-quality public spaces for early childhood, 1 in Medellín and 1 in Barranquilla, in line with UN-Habitat approaches and local regulatory frameworks.

Definitions of the action:

The action consists of the design and implementation of three demonstration interventions in public space through a phased approach that includes architectural and urban design development, tactical/practical urbanism implementation, and post-intervention evaluation. The UAESP action focuses on improving recycling and waste recovery dynamics in a public space in Bogotá by organizing recycler activities and enhancing environmental performance and public space quality. The FEMSA action focuses on the transformation of two public spaces in Medellín and Barranquilla with an early childhood approach, prioritizing safety, inclusion, accessibility, and holistic child development. Across all actions, the process emphasizes community participation, multi-stakeholder coordination, compliance with local technical standards, and the generation of transferable knowledge and tools for future replication.

For its implementation, the UN-Habitat methodology contemplates that the implementing partner complies with the following aspects:

a. Collective construction of tactical/practical urbanism actions through participatory planning and co-creation

The project approach prioritizes the collective construction of public space interventions with beneficiary communities and local stakeholders. Tactical and practical urbanism actions will be defined based on local needs, knowledge, and everyday practices related to recycling activities (UAESP project) and early childhood use of public space (FEMSA project). These processes will ensure that community members, including recyclers, caregivers, families, and residents, play a central role in shaping the design and implementation of interventions.

For the collective construction of tactical/practical urbanism actions, the implementing partner shall:

- Create spaces for community participation and dialogue, with the involvement of local authorities and institutional actors, to identify key community members directly linked to the use and management of the selected public spaces.
- Lead the conceptual, technical, and logistical structuring of tactical/practical urbanism actions in close collaboration with the community and relevant stakeholders.
- The collective implementation of tactical/practical urbanism interventions, ensuring visible community participation and coordination with local government entities.

b. Promotion of environmental sustainability and urban resilience

Through the implementation of tactical/practical urbanism actions, the project will contribute to environmental sustainability and urban resilience by improving public space performance, reducing environmental impacts, and enhancing local environmental conditions. Interventions will promote better waste management and recycling practices (UAESP project) and healthier, safer, and more climate-responsive spaces for early childhood (FEMSA project).

c. Recognition and inclusion of community participation

The project recognizes community participation as a core value and seeks to acknowledge the time, knowledge, and effort contributed by community members throughout the participatory and implementation processes. While this project does not establish formal salaries or subsidies, it emphasizes meaningful inclusion, visibility, and recognition of participants—particularly recyclers, families, caregivers, and residents—through their active involvement in workshops, co-creation sessions, and implementation activities.

The implementing partner shall:

- Identify and document community participants involved in participatory processes and implementation activities.

- Ensure transparent and inclusive participation mechanisms that value local knowledge and experience.
- Maintain records and supporting evidence of community engagement throughout the project lifecycle.

d. Generation of partnerships with public, private, and community actors

The project promotes strong multi-stakeholder collaboration to align public, private, and community efforts around the transformation of public spaces. Partnerships are essential to ensure technical feasibility, institutional alignment, long-term sustainability, and local ownership of the interventions. Under this project, the implementing partner shall facilitate and consolidate:

- At least one (1) partnership with community-based or civil society organizations linked to the selected public spaces.
- At least one (1) alliance with a private sector actor per city, where relevant to implementation or sustainability.
- At least one (1) alliance with a public sector entity per city, ensuring alignment with existing plans, programs, regulations, and public policies related to public space, environment, childhood, or waste management.

e. Technical assistance and communications

This component focuses on providing technical assistance and developing a clear and responsible communication strategy that supports community engagement and transparency throughout the project. Communication actions will emphasize realistic expectations, highlight community participation, and disseminate lessons learned without creating unmet expectations regarding future interventions.

The implementing partner shall be responsible for:

- Designing and implementing a communication strategy for the tactical/practical urbanism actions, coordinated with UN-Habitat and local government entities.
- Producing communication materials and content (visual, written, and audiovisual) that document the participatory process, implementation, and results of the interventions.
- Supporting dissemination through appropriate channels, including social media and local platforms, with a focus on inclusion, learning, and visibility of community contributions.

f. Gender-sensitive and differential approach

The implementation of the project must incorporate a gender-sensitive and differential approach that recognizes the diverse roles, needs, capacities, and experiences of different population groups involved in the project.

The design and implementation processes should ensure equitable and meaningful participation of women, men, children, youth, older adults, caregivers, and waste pickers, acknowledging that these groups may interact with public space in different ways and may face distinct barriers to participation.

Particular attention should be given to:

- ensuring that participatory activities are accessible and inclusive for women and caregivers;
- promoting safe and welcoming environments that enable the active participation of older adults;
- enabling the active and meaningful participation of children and young people, through age-appropriate participatory activities that allow them to express their experiences, needs, and ideas regarding the use of public space;
- recognizing the specific working conditions and spatial needs of waste pickers;
- addressing potential inequalities in access, visibility, and decision-making within the participatory process.

The architectural and urban design proposal should reflect these considerations by incorporating inclusive spatial solutions, such as accessible pathways, safe and comfortable gathering areas, child-friendly play and learning environments, and spatial configurations that allow diverse groups to use the space simultaneously.

Through this approach, the project seeks to ensure that the proposed intervention contributes to more inclusive, equitable, and socially responsive public spaces, while strengthening the participation and recognition of groups that have historically been underrepresented in urban design processes, including children and youth as active contributors to the design of their urban environments.

Main Outputs

UAESP Project

- One conceptual urban design proposal for the space selected.
- One architectural design package, including plans, diagrams, and design guidelines.
- Detailed budget for the intervention specifying materials and schedule for completion
- Community user manual
- Gender-sensitive and inclusive design guide/report
- A final report summarizing the design proposal and lessons learned.
- One intervention was implemented through tactical urbanism.
- One community activity to activate space.
- Systematization of the project with guidelines for replicability.
- Final evaluation of the public space transformation and its impact on quality.

FEMSA Project

- Two conceptual urban design proposal (one for each city, Medellin and Barranquilla)
- Two architectural design packages, including plans, diagrams, and design guidelines.
- Two detailed budgets for the work, specifying materials and schedule for completion
- Two community user manual
- Two gender-sensitive and inclusive design guide/report
- A final report summarizing the design proposal and lessons learned.
- Two interventions were implemented through tactical urbanism, one in Medellin, and one in Barranquilla.
- Community activity to activate space.
- Systematization of the project with guidelines for replicability.
- Final evaluation of the public space transformation and its impact on quality.

Main Activities

The implementing partner will carry out a set of technical, participatory, design, and implementation-oriented activities aimed at developing and executing the architectural and urban proposals for the innovative public spaces interventions that integrates community practices. The activities include, but are not limited to, the following:

Development of the urban design concept

Based on the results of the site assessment and participatory workshops developed for UN Habitat, the implementing partner will develop a conceptual urban design proposal that integrates:

- areas that facilitate the recovery and temporary organization of recyclable materials by waste pickers;
- safe, inclusive, and stimulating environments for early childhood in public space
- spaces for environmental education and material valorization activities;
- areas that support community interaction and activities led by older adults;
- circulation and accessibility solutions that ensure safe and inclusive use of the public space.

The design should emphasize adaptable and innovative spatial solutions that integrate recycling activities without compromising the collective use of public space.

Architectural and urban design development

Prepare the architectural and urban design documentation necessary for each project to illustrate the proposed intervention. This may include:

- site plans and spatial layouts;
- conceptual sections and diagrams;
- design of modular urban furniture and recycling infrastructure elements;
- spatial organization of areas for sorting recyclable materials and community activities;

- visualizations that communicate the spatial proposal clearly to stakeholders.

Development of a community user manual

Prepare a **user-friendly manual for the community** that provides clear guidelines for the **use, maintenance, improvement, and adaptation of the proposed architectural and urban solutions over time**. The manual should include practical recommendations, simple maintenance actions, and adaptable strategies that can be implemented by community members, including waste pickers and older adults.

Development of a gender-sensitive and inclusive design guide/report

Prepare a **technical guide or report** outlining the strategies and criteria used to integrate a **gender-sensitive, differential, and inclusive approach** into the urban and architectural design. This document should highlight how the design addresses accessibility, safety, participation, and equitable use of space by diverse population groups.

Validation and socialization of the design proposal

Organize at least two (2) community workshops in each city to present and socialize the design proposal, gather feedback, and validate the proposed design. The implementing partner should facilitate the discussion and incorporate relevant inputs into the final design.

Implementation of the public space intervention

Following the validation of the final design, the implementing partner will support the **implementation of the interventions**, ensuring that the construction and installation of the proposed elements are carried out according to the approved architectural and urban design.

The implementation phase for each project will include:

- procurement of materials and construction elements according to the approved design and budget;
- coordination with contractors, local labor, and community participants involved in the construction process;
- supervision of the installation of urban furniture, recycling infrastructure, and spatial demarcation elements;
- facilitation of **participatory or community-based implementation activities**, when applicable, to strengthen community ownership of the space;
- ensuring that construction activities comply with **local technical regulations, safety standards, and applicable Colombian legal requirements**.

The implementing partner will ensure that the intervention is implemented with attention to **quality, durability, safety, and accessibility**, while maintaining the design principles defined during the architectural and urban design phase.

Deliverables

UAESP Project

- Proposed work plan, schedule, and implementation methodology –
- Included diagnostic report, public space quality assessment, and findings from participatory actions carried out for project definition and design.
- Architectural design and technical details –
- **Community user manual**, including guidelines for use of the space, maintenance and care recommendations, strategies for incremental improvement and adaptation, accessible and easy-to-understand content for diverse users.
- **Gender-sensitive and inclusive design guide/report**, including: design criteria for inclusive and equitable public spaces, strategies to address the needs of women, older adults, waste pickers, and other groups, recommendations for future interventions.
- Public space intervened through tactical urbanism and documentary record
- Evaluation report and systematization document with replicability guidelines

FEMSA Project

- Proposed work plan, schedule, and implementation methodology}
- Diagnostic report, public space quality assessment, and findings from participatory actions carried out for creation and design (Medellín and Barranquilla) –}
- Architectural design, technical drawings, architectural brief of the final design, and graphic presentation of the proposal
- Community user manual, including guidelines for use of the space, maintenance and care recommendations, strategies for incremental improvement and adaptation, accessible and easy-to-understand content for diverse users.
- Gender-sensitive and inclusive design guide/report, including: design criteria for inclusive and equitable public spaces, strategies to address the needs of women, older adults, waste pickers, and other groups, recommendations for future interventions.
- Construction and delivery of improved public spaces
- Final report with photographic and technical documentation of the interventions.

Estimated Duration

Project	Total Period
UAESP	April 2026 – Jul 2026 (4 months)
FEMS	April 2026 – February 2027 (12 months)

UAESP PROJECT 1 PUBLIC SPACE - BOGOTA					
Activity	Apr	Ma y	Ju n	Jul	Aug
Schedule and work plan					
Urban architectural design phase					
Implementacion					
Evaluation					
Final report					

FEMSA 2 PUBLIC SPACES - MEDELIN - BARRANQUILLA												
Activity	Apr	Ma y	Ju n	Jul	Agu	Sep	Oct	Nov	Dic	Jan	Feb	Mar
Schedule and work plan												
Urban architectural design phase												
Implementacion												
Evaluation												
Final report												

Risk Analysis

Risk	Probability	Mitigation Strategy
Low community participation in participatory processes	Medium	Early engagement, clear communication of benefits, flexible schedules, and involvement of community leaders.
Delays in coordination with local authorities	Medium	Early alignment meetings, defined roles and responsibilities, and continuous coordination mechanisms.
Non-compliance with local technical regulations	Low	Permanent technical review, validation with local authorities, and alignment with municipal standards.
Budget overruns during implementation	Medium	Detailed cost planning, contingency allocation, and phased implementation.

Environmental or climatic conditions affecting implementation	Low	Flexible scheduling, use of adaptable materials, and incorporation of climate-responsive design.
Limited availability of materials or suppliers	Low	Early procurement planning and identification of alternative suppliers.
Low sustainability or maintenance after project completion	Medium	Capacity building, community ownership strategies, and coordination with local government for maintenance.

** Note: The project employs a practical, tactical approach to urban planning, which will not involve major construction work that poses a significant risk that needs to be considered.*

Eligibility Criteria

Criteria	Submission Details/ Documents Required
Legal Status	• Certificate of registration/incorporation i.e. (Non-governmental organizations (NGOs) and civil society organizations (CSOs)), • Proof of registration in Country of Origin. • Proof of registration of Country of operation
Organization profile and details	• Clear organization profile and structure of the organization indicating: ○ Organization's vision, mission and objectives ○ Management structure ○ Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document ○ Proof of membership to professional associations if any.
Financial Capacity	• Audited company financial statements (balance sheet and income statement) and auditors report for the last two years
Exclusive bank account	• Is the organization willing and able to have a separate bank account for the funds provided by UN-Habitat?
Integrity and Governance	• The organization should complete and submit a signed Partner Declaration Form • Provide the profiles of the Chairperson of the Board of Directors, Head of the Organization and Chief of Finance

Selection Criteria

Criteria	Submission Details/ Documents Required	Weighting
1. Technical capacity		25%
1.1 Does the organization have the relevant experience and proven track record in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?	- List of projects executed in the last 2 years (value, location, donors, nature of projects, execution stage – completed or ongoing). - Demonstrate how the experiences in past projects are relevant in the execution of the current proposal - References from past donors	
1.2 Does the organization have qualified technical staff with the experience and the technical skills required by the project? What is the staff size, type, qualification, and education background?	- CVs of key management staff, technical and non-technical staff that will be involved on the project - How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project?	
1.3 Does the organization have a clear and strong link with an identifiable constituency relevant to the targeted population of the project? Does it have the ability to impact the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?	Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population.	
1.4 Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?	Provide location and list of office facilities, vehicles and office equipment locally available to implement the project.	

1.5 Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures...)	• Provide formal project monitoring policies and procedures	
2. Financial and administrative capacity		15%
2.1 Has the organization been in operation over a period of at least 2 years to demonstrate its financial sustainability and relevance?	• State the years of operation • Financial statements for the last 2 years	
2.2 Does the organization have qualified staff in Finance ? Is the current accounting system computerized and does have the capacity to collect and provide separate financial reports on the activities executed under the Agreement of Cooperation? Does it have systems and practices to monitor and report whether the project deliverables and expenditures are within agreed time and budget? Does it have minimum segregation of duties in place (separation between project management, finance/accounting and executive office)	• CVs of key finance and accounting staff • Description and key features and controls of the accounting system used • Organization structure/ Organogram	
2.3 Does the organization have the capacity to procure goods and services on a transparent and competitive basis? (if applicable) check for procurement unit with experienced staff	• Copies of procurement policies and procedures. The procedures should show how you procure locally and internationally.	
2.4 Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?	• Describe anti-fraud controls and provide formal procedures	
2.5 Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.	• Describe nature and value of contribution (in-kind or cash)	
3. Financial Proposal		30%

3.1 Is the budget for each component of the activity to be performed by the Implementing Partner (i) cost-effective (i.e. the cost should be economical and prudently estimated to avoid any under/over estimation) (ii) justifiable/well supported and (iii) accurate and complete	Budget Proposal <i><provide link></i> • BOQ (if applicable) • Other supporting documents	
4. Technical Proposal		30%
4.1 The technical proposal is sound and responds adequately to the specifications and requirements?	Technical Proposal document <i><provide link></i>	
Cumulative score for ratios		100%

Notes:

1. Interested Organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).
2. The CFP and accompanying documents must be received in accordance with instructions provided. CFP submitted to a different email address other than the specified one will not be considered.
3. CFP from applicants failing to provide complete information to fulfill the basic eligibility criteria will be considered non-responsive.
4. CFP received after the above deadline will not be considered
5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat IP Management policy and Standard Operating Procedures.
6. CFP from applicants failing to provide the requested information will be disregarded.
7. This CFP does not entail any commitment to the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all Proposals without incurring any obligation to inform the affected applicant(s) of the grounds.
8. All economic proposals must be in USD. The execution and reporting process must also be carried out in this currency.

All documents must be sent, within the indicated period, to the following e-mail address:

países.andinos@un.org

Addressed to the UN-Habitat Andean Countries Team with the following title in the matter:

"Innovative and Inclusive Tactical Urbanism: proposal for IP consideration"