

Regional**INE/WSA****DEVELOPMENT OF POLICY NOTE BASED ON THE DISCUSSIONS
HELD AT WORLD WATER WEEK 2018****TERMS OF REFERENCE****Background**

The thematic scope of 2018 WWW is Water, Ecosystems and Human Development, a very relevant topic given the challenges LAC faces with the new Sustainable Development Goals (SDG) which have set ambitious targets on water and development. SDG 6 (Target 3) aims at improving by 2030 water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally". Under this framework, WWW will serve as a timely opportunity to discuss how LAC develops a comprehensive water and development agenda. Discussions held at WWW, and specifically at Eye on LAC, are expected to inform decision-making at the regional level on the importance of moving forward this agenda and its implications at the country level, identifying priority actions each country should take. Eye on LAC will thus allow key regional stakeholders come together and discuss this relevant sector topic, identify best practices, and apply this knowledge back to their local settings.

The Stockholm International Water Institute (SIWI) hosts World Water Week (WWW) annually, in Stockholm, Sweden. WWW is the major global event for the water and sanitation sector inviting experts from around the world and the general public interested in the present and the future of water. The Inter-American Development Bank's Water and Sanitation Division, is responsible for coordinating and conducting the Latin America and the Caribbean (LAC) Focus activities at WWW for the period 2015/2017. World Water Week will be held from 26th -31st August, 2018. The Bank will coordinate the LAC activities with more than 13 convening agencies working in the region (World Bank, CAF, FEMSA, TNC, among others). The 2018 LAC Focus activities will take place on 26th -31st August, and will be structured in four 90-minute sessions. These four sessions are:

SESSION	DESCRIPTION	EXPECTED DATE
Session 1: Towards a Green Infrastructure Agenda	Green infrastructure is an approach to water management that protects, restores and mimics the natural water cycle. It entails restoring wetlands or other nature-based solutions, rather than building costly new grey infrastructure. Rivers, streams, wetlands, floodplains, and forests provide critical services such as clean water and flood protection, and should be viewed as essential components of our water infrastructure. In LAC, many forward-looking cities are already embracing this green infrastructure approach, including Santiago, Lima and Medellin. Traditional infrastructure isn't designed to handle the increased floods and droughts that come with global warming. Green solutions give communities the security and flexibility they need. They create jobs in different sectors, including engineering and architectural design, construction and landscaping. Green infrastructure also supports supply chains and the jobs connected to them. We are at a crossroads in how	Tuesday, August 28 th , 2017

	<p>we manage our water. Traditional water infrastructure will continue to play a role, but solves only a single problem and requires a huge amount of resources to build and maintain. LAC must move towards a wiser combination of green and traditional infrastructure to meet the needs of the 21st Century. This seminar will discuss leading cases and opportunities for green infrastructure in LAC.</p>	
<p>Session 2: Mainstreaming natural infrastructure in water projects</p>	<p>In Latin America and the Caribbean (LAC), cities are growing at an incredible pace. Along with that growth comes the need for more water to address food, sanitation, and energy requirements. In LAC, 40% of the land area around water sources is degraded by deforestation, poor agricultural practices and new development. The effects of these degradation are becoming visible: increased treatment costs, reduced aquifer recharge, increased exposure to water-related events such as droughts and floods. Nature can secure water supplies while adding several benefits that address the challenges LAC faces.</p> <p>In most cases, water and sanitation projects do not consider natural or green components in their design, even when the economic case is clear. Grey infrastructure typically prevails as technical solution. The sector needs a shift towards greener projects. This session will discuss how to optimize water and sanitation projects by incorporating nature-based solutions and, therefore, provide greater economic, social and environmental benefits to society. The driving questions will be: a) what's the technical and economic case for mainstreaming nature-based solutions into water and sanitation projects? b) what types of green solutions can be put in place? and c) what successful experiences can be showcased in LAC and beyond?</p>	<p>Tuesday, August 28th, 2018</p>
<p>Session 3: Water Reserves, an ecological water management model</p>	<p>Water reserves are defined as the volume of water allocated to a specific function: ecological protection. Allocating water to this environmental function contributes to water security, especially in watersheds threatened by climate-induced scarcity and development pressures. By setting aside an ecological volume of water (following the notion of environmental flows), water reserves guarantee healthy watersheds and ecosystems.</p> <p>Mexico was the first country to pioneer the model. The Mexican case, which is now a National Program, represents a fruitful collaboration between governments, NGOs, and academic institutions that combines technical and policy aspects. More than two years into implementation, the Program has succeeded as an effective water management and biodiversity conservation strategy that has reduced climate change vulnerability in several strategic watersheds.</p> <p>The session will discuss the origins of the Water Reserves Program in Mexico and the results it has achieved so far. It will also discuss options for replicating and scaling up the model throughout LAC, with focus on countries such as Peru, Ecuador and Guatemala. The session will close with a discussion (using interactive technologies) to identify the challenges and opportunities of the water reserves program as a benchmark for ecological water management.</p>	<p>Wednesday, August 29th, 2018</p>

Session 4: Natural Infrastru cture and the Water- Energy- Food Nexus	<p>Agriculture is the prime engine of economic growth for many Latin American and Caribbean (LAC) countries. The region continues to be the breadbasket of the world with 23% of the arable land, 31% of water, and 23% of the globe's forests. Fueled by China's and India's demand for natural resources and agricultural products, most countries in LAC are expanding their water, land, and energy footprint. These investments are putting pressure on a wide variety of ecosystems and the services they provide to cities and beyond. Sustainable development for LAC is a question mark. Looming large in the background is another challenge: climate change. Climatologists predict that 90% of the land could be distressed by extreme weather events that affect water availability for food and energy production. Thinking innovatively about the water, energy and food nexus is critical at this point. But not all is hopeless. New investments provide an opportunity to develop solutions that balance economic growth and sustainability. Natural infrastructure projects that maximize the benefits of ecosystem services must be at the core of that innovation. The session will present successful cases in the use of natural infrastructure to overcome the water, food, and energy challenges LAC faces.</p>	<p>Wednesday, August 29th, 2018</p>
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To provide technical inputs and summarize the discussion, it is necessary to hire a short-term contractual to develop a brief policy note that systematizes the main conclusions/recommendations reached at the sessions and that can be shared among clients and partners.

Consultancy objective(s)

The goal of the consultancy is to develop a policy note that systematizes the main conclusions/recommendations reached at the four sessions held at Eye on LAC 2018.

Main activities

The selected candidate will:

- 1) Conduct a literature review of academic and policy papers on water and sanitation as a business
- 2) Familiarize itself with the post-2015 agenda and the water related sustainable development goal and targets.
- 3) Prepare a policy note that systematizes the main conclusions/recommendations reached at the four sessions held at Eye on LAC 2018.

Reports / Deliverables

- a) The contractual will present a Work Plan within 5 days after the contract's signature. The Work Plan will include an index proposal for the paper to be discussed and agreed with the Bank.
- b) The Contractual will present a Preliminary Version of the Policy Note before Eye on LAC 2018, in November 2018.

- c) The contractual will present a Final Version of the Policy Note (20 pages max) in December 2018.

Germán Sturzenegger, Water and Sanitation Specialist (INE/WSA) will supervise and coordinate the contractual's work. The reports must be presented in electronic format, including a cover, main document and annexes. Files in zip format will not be accepted.

Payment Schedule

The overall lump-sum cost of this consultancy will be established by the Bank. The schedule of payments will be as follows:

1. 20% up to 15 days after the approval of the Working Plan.
2. 40% up to 15 days after the approval of the Preliminary Version of the Policy Note.
3. 40% up to 15 days after the approval of the Final Version of the Policy Note.

Qualifications

- **Academic Degree / Level & Years of Professional Work Experience:** Master degree or equivalent and a minimum of five (5) years of relevant professional experience in civil engineering, economics or public policy, and experience in the water and sanitation sector.
- **Languages:** He/she must be fluent in English and Spanish.
- **Areas of Expertise:** Water and Sanitation
- **Skills:** The Contractual must show significant analytic ability, excellent communications skills, and proven record of publications.

Characteristics of the Consultancy

- Consultancy category and modality: Products and External Services Contractual, Lump Sum
- Contract duration: 30 non-consecutive working days (August 2017 – January 2018).
- Place(s) of work: External consultancy.
- Division Leader or Coordinator: German Sturzenegger, Senior Water and Sanitation Specialist (INE/WSA), will supervise the contractual's work.

Payment and Conditions: Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

Consanguinity: Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the Bank as staff members or Complementary Workforce contractuales, will not be eligible to provide services for the Bank.

Diversity: The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion, and HIV/AIDs status. We encourage women, Afro-descendants and persons of indigenous origins to apply.

REGIONAL – RG-T3195

STOCKHOLM - SWEDEN

SERVICES FOR THE ORGANIZATION OF LAC FOCUS ACTIVITIES AT WORLD WATER WEEK 2018

TERMS OF REFERENCE

I. BACKGROUND

2018 represents a critical year for addressing the role of water in the post-2015 development agenda. The new water related Sustainable Development Goals (SDGs) triggers a service universalization challenge, but goes beyond access and emphasize the importance of guaranteeing service quality, sound water resource and waste water management, adequate water governance, and healthy ecosystems. The Post-2015 development agenda is finally here. It is time to discuss how LAC will effectively implement, measure and monitor these new water-related goals and targets.

The Stockholm International Water Institute (here on after referred to as SIWI) hosts World Water Week (here on after referred to as WWW) annually, in Stockholm, Sweden. WWW is the major global event for the water and sanitation sector inviting experts from around the world and the general public interested in the present and the future of water. The Inter-American Development Bank's Water and Sanitation Division (here on after referred to as "the Bank" and WSA respectively), as per SIWI's request, is responsible for coordinating and conducting the Latin America and the Caribbean (LAC) Focus activities at WWW for the period 2014/2018. World Water Week will be held from August 27th to 31st, 2018. The Bank will coordinate the LAC activities with nine (9) convening agencies working in the region (FEMSA, TNC, among others). The 2018 Eye on LAC activities will take place on August 28th and 29th, and will be structured in four 90-minute sessions. These four sessions are:

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	the 21st Century. This seminar will discuss leading cases and opportunities for green infrastructure in LAC.	
Session 2: Mainstreaming natural infrastructure in water projects	<p>In Latin America and the Caribbean (LAC), cities are growing at an incredible pace. Along with that growth comes the need for more water to address food, sanitation, and energy requirements. In LAC, 40% of the land area around water sources is degraded by deforestation, poor agricultural practices and new development. The effects of these degradation are becoming visible: increased treatment costs, reduced aquifer recharge, increased exposure to water-related events such as droughts and floods. Nature can secure water supplies while adding several benefits that address the challenges LAC faces.</p> <p>In most cases, water and sanitation projects do not consider natural or green components in their design, even when the economic case is clear. Grey infrastructure typically prevails as technical solution. The sector needs a shift towards greener projects. This session will discuss how to optimize water and sanitation projects by incorporating nature-based solutions and, therefore, provide greater economic, social and environmental benefits to society. The driving questions will be: a) what's the technical and economic case for mainstreaming nature-based solutions into water and sanitation projects? b) what types of green solutions can be put in place? and c) what successful experiences can be showcased in LAC and beyond?</p>	Tuesday, August 28 th , 2018
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the Water- Energy- Food Nexus	<p>for natural resources and agricultural products, most countries in LAC are expanding their water, land, and energy footprint. These investments are putting pressure on a wide variety of ecosystems and the services they provide to cities and beyond. Sustainable development for LAC is a question mark. Looming large in the background is another challenge: climate change. Climatologists predict that 90% of the land could be distressed by extreme weather events that affect water availability for food and energy production. Thinking innovatively about the water, energy and food nexus is critical at this point. But not all is hopeless. New investments provide an opportunity to develop solutions that balance economic growth and sustainability. Natural infrastructure projects that maximize the benefits of ecosystem services must be at the core of that innovation. The session will present successful cases in the use of natural infrastructure to overcome the water, food, and energy challenges LAC faces.</p>	
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In addition to the four LAC Focus sessions, the Bank expects to organize at least one SIWI Sofa to advance the LAC-related agenda at WWW. The goal of the SIWI Sofa is to promote and disseminate strategic initiatives developed by the Bank among current and potential clients.

The Bank will invite key regional decision-makers and stakeholders, such as government officials, staff from utilities, among others, to participate at LAC Focus activities. This participation is expected to promote knowledge sharing among these stakeholders. The Bank will finance travel and lodging expenses for keynote speakers, panellists and special invitees to the Stockholm-based event. The Bank will arrange room space at the venue, room setting, livestreaming, technical presentation system, sound system and other logistical aspects associated with the organization of the sessions and closed meetings. In addition, the Bank will coordinate the LAC Focus Exhibition Stand and the logistical aspects associated (printing, technical and logistical setup, etc.)

II. CONSULTANCY OBJECTIVE(S)

The objective of the consultancy is to provide **logistical services and support for the organization of LAC Focus activities at World Water Week 2018.**

III. MAIN ACTIVITIES

SIWI shall provide the following services:

1. **Services for event sessions:** In coordination with the Bank and as per the Bank's request (work order), SIWI will provide and/or coordinate with service providers the following services for the four 90-minute LAC Focus sessions to be held at the Stockholm-based event: room spaces at the venue, presentation and sound system, livestreaming services, room setup, technical and logistical support and other logistical aspects associated with the organization of the four sessions.
2. **Services for closed meetings:** In coordination with the Bank and as per The Bank's request (work order), SIWI will provide and/or coordinate with service providers the following services for the closed meetings to be held at the Stockholm-based event as part of the LAC Focus activities: room spaces at the venue, presentation and sound system, videoconference services, room setup, catering, technical and logistical support and other logistical aspects associated with the organization of the closed meeting.

3. **Services for Exhibition Space:** In coordination with the Bank and as per the Bank's request (work order), the SIWI will provide and/or coordinate with service providers the following services for the LAC Focus at the Stockholm-based event: Exhibition space, printing, exhibition setup, technical and logistical support, catering, and other logistical aspects associated with the installation of the stand at the venue.
4. **Services for Strategic Support Package:** In coordination with the Bank and as per the Bank's request (work order), the SIWI will provide and/or coordinate with service providers the services for the LAC Focus at the Stockholm-based event offered in the Supporter Package chosen within the WWW strategic support packages that includes: Eight (8) seats at the Stockholm Water Prize Royal Banquet, four (4) full registrations to the week, ten extra registrations to the week at a discounted rate (25% discount), invitations to topical seminars and events hosted by SIWI, two tickets to the Stockholm Water Prize Royal Banquet and two tickets to the Stockholm Junio Water Prize Ceremony.

IV. FEE FOR SERVICES AND SCHEDULE OF PAYMENTS

1. The Bank shall pay a flat fee for services performed in accordance with Section III above.
2. The flat fee and services shall be paid as follows:
 - (i) First Payment: Equivalent to 40% of the total amount of the flat fee upon the signature of the service contract.
 - (ii) Second Payment: Two month prior to the start of WWW (August 27th, 2018). Payment equivalent to:
 - a. 40% of the total amount of the flat fee.
 - b. Rooms for sessions, closed meeting(s) and exhibition space fees.
 - (iii) Final Payment: One month after WWW (August 27th, 2018). Payment equivalent to:
 - a. 20% remaining of the total amount of the flat fee.
 - b. Livestreaming, catering, technical equipment, room setup, furniture and other additional technical and logistical services requested during WWW.

2.1 Payment of services:

Technical and logistical services for sessions, closed meetings and exhibition stand, will be paid to SIWI by the issuance of invoices in accordance to the work orders made and agreed by the Bank.

Payment should be made in Swedish Crowns.

V. QUALIFICATIONS

- **Academic Degree/ Level & Years of Professional Work Experience:** The consultancy requires the services of a firm with at least five (5) years of experience.
- **Languages:** Must be fluent in English.
- **Areas of Expertise:** Logistical coordination, events management, project management or related discipline.
- **Skills:** Excellent coordination abilities.

VI. CHARACTERISTICS OF THE CONSULTANCY

- Contractual/Services category and modality: International
- Contract duration: 12 months

- Place(s) of work: Stockholm, Sweden
- Responsible person: German Sturzenegger, Water and Sanitation Specialist (INE/WSA) will supervise and coordinate the firm's work.

VII. PAYMENT AND CONDITIONS:

Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses.

REGIONAL

INE/WSA

DESARROLLO DE PRODUCTOS DE COMUNICACIÓN DEL DÍA DE AMÉRICA LATINA Y EL CARIBE DE LA SEMANA MUNDIAL DEL AGUA 2018

RG-T3195

TÉRMINOS DE REFERENCIA

Antecedentes

En los últimos años, América Latina y el Caribe ha hecho un esfuerzo significativo para alcanzar la meta establecida en los Objetivos de Desarrollo del Milenio (ODM) 2015 de “reducir a la mitad la población sin acceso a agua y saneamiento básico”. Para la Agenda de Desarrollo Post-2015, Naciones Unidas está impulsando los Objetivos de Desarrollo Sostenible (ODS), los cuales priorizan el sector de agua potable y saneamiento dentro del Objetivo 6, donde se destacan las siguientes metas: “Meta 6.1: Para el año 2030, lograr acceso universal y equitativo al agua potable y al alcance de todos”; “Meta 6.2: Para el año 2030, lograr acceso a servicios de saneamiento y la higiene adecuada y equitativa para todos, y poner fin a la defecación al aire libre, con especial atención a las necesidades de las mujeres y las niñas y en situación de vulnerabilidad.

La Semana Mundial del Agua (SMA), organizada anualmente por el Instituto Internacional del Agua en Estocolmo (SIWI por sus siglas en inglés), convoca a especialistas de todo el mundo y al público general interesado en el presente y el futuro del agua. El día enfocado en América Latina y el Caribe —sesiones llevadas a cabo el 28 y 29 de agosto de 2018— es para el Banco Interamericano de Desarrollo (BID), encargado de coordinar y conducir las actividades del día para el periodo 2014/2018, una oportunidad para diseminar los temas del sector, en particular los desafíos que presentan los ODS, y de posicionarse como un referente mundial además de líder en la región en agua y saneamiento.

El día de América Latina y el Caribe constará de cuatro sesiones distribuidas entre el martes 28 y miércoles 29 de agosto de 2018. En las mismas se tratarán temas enfocados en “*Water, Ecosystems and Human Development*”, tema central de la SMA 2018. Los temas propuestos para las sesiones de ALC son: i) *Natural Infrastructure and the Water-Energy-Food Nexus*; ii) *Water Reserves, an Ecological Water Management Model*; iii) *Mainstreaming Natural Infrastructure in Water Projects* and iv) *Towards a Green Infrastructure Agenda*. Paralelamente, se coordinará un evento privado para promocionar actividades de la división.

El día de América Latina y el Caribe se coordina con nueve (9) organizaciones de gran relevancia, entre las cuales se destacan el Fundación FEMSA, *The Nature Conservancy*, entre otras.

Objetivo(s) de la Consultoría

El objetivo de la consultoría es diseñar e implementar una serie de productos y actividades asociadas a la promoción y diseminación del día de América Latina y el Caribe de la Semana Mundial del Agua 2018.

Actividades Principales

El contractual o firma seleccionada deberá realizar las siguientes actividades:

1. **Adaptación de la identidad visual del día de América Latina y el Caribe.** El contractual propondrá una adaptación de la identidad visual basada en la identidad de la SMA 2015 que incorpore las nuevas necesidades de identidad visual del evento. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.
2. **Producción de pantallas de ambientación.** El contractual desarrollará una pantalla de ambientación animada por cada sesión de las actividades de ALC, que incluirá el nombre de la sesión y de los panelistas. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.
3. **Diseño de stand.** El contractual desarrollará y presentará una alternativa de diseño gráfico del Stand en función de la identidad visual definida. El diseño deberá tener en cuenta el espacio y mobiliario provisto por los organizadores del evento. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.
4. **Diseño de agenda del programa.** El contractual desarrollará dos formatos de agenda: i) digital e interactiva en pdf en inglés y español y ii) una resumida para imprimir en inglés. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.
5. **Diseño de invitaciones y promocionales.** El contractual diseñará: (i) las invitaciones digitales de 4 eventos del Día de América Latina y el Caribe programados (evento general, sesión interregional y eventos laterales); (ii) Cada evento tendrá un Save the Date y una invitación resumida, cada una en tres formatos (mail, twitter y facebook) y se realizarán en inglés y español; (iii) un anuncio digital para promoción interna del Banco (GoDigital); (iii) una invitación al cóctel y evento(s) lateral(es), para entregar presencialmente una vez que la Semana Mundial del Agua haya comenzado; (iv) un banner sobre las actividades del día de ALC; y (v) una pieza promocional del Día de ALC, como un USB drive o semejante. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.
6. **Apoyo en la preparación de tres presentaciones tipo charla TED.** El contractual dará apoyo en tres insumos asociados a la preparación de este tipo de charlas: (i) **mensaje**, dos rondas de edición al guión propuesto por el Banco; (ii) **apoyo visual**: el cual incluirá: a) definición del apoyo visual en la línea de las presentaciones de la SMA 2015; b) desarrollo de bocetos, y c) producción de imágenes. El proceso presentará una primera revisión por parte del Banco, una devolución por parte del contractual, hasta dos rondas de ajustes (de ser necesario) y una aprobación final por parte del Banco.; y (iii) **apoyo a presentadores**, el cual incluirá: a) una sesión conjunta de entrenamiento a distancia (Skype o equivalente) con los presentadores sobre lineamientos básicos de oratoria y presentaciones eficaces (o tres sesiones individuales, en caso de que la agenda de los presentadores no lo permita); b) 6 sesiones de ensayo de aproximadamente una hora (a distribuir entre los presentadores).
7. **Diseño de dos notas técnicas y sus respectivos productos de diseminación.** El contractual llevará adelante la edición y diseño de dos notas técnicas (siguiendo los requerimientos de publicación del Banco, con un archivo para publicación en la página web del Banco y un archivo para impresión) de aproximadamente 15.000 palabras cada una. Se crearán también productos de diseminación para

cada nota técnica: hasta una infografía de complejidad media y una tarjeta comercial con código QR para impresión para cada una de las notas. Las actividades incluirán la edición y diseño de las notas técnicas, una ronda de edición y consulta de los textos con los autores, y una lectura de aprobación final por parte del Banco.

- 8. Diseño del resumen o relatoría del evento y sus respectivos productos de diseminación.** El Banco definirá el tipo de producto editorial a desarrollar como conclusiones del evento. El mismo tendrá una extensión máxima de 15.000 palabras, estará disponible en dos idiomas (español e inglés) y responderá a los requerimientos del Banco para publicación, con un archivo para publicación en la página web del Banco y un archivo para impresión). Se crearán también productos de diseminación para cada uno de los idiomas respectivos: hasta una infografía de complejidad media y una tarjeta comercial con código QR para impresión. El contractual realizará la edición y diseño, una ronda de edición y consulta de los textos con los autores, y una lectura de aprobación final por parte del Banco.

Informes / Entregables

El contractual o firma deberá producir los siguientes productos:

- a) Plan de trabajo: a los quince (15) días de la firma del contrato, se deberá entregar al Banco el plan de trabajo donde indique metodología a utilizar y el cronograma.
- b) Producto Actividad 1: identidad visual, logotipo, isotipo, tipografía, paleta cromática definida en RGB, CMYK y hexadecimal, definición del sistema (elementos fijos y variables, reglas de uso) y archivos de aplicación editables.
- c) Producto Actividad 2: una pantalla de ambientación para cada sesión, animada, que funcione en loop. El archivo animado deberá ser incorporado en una lámina power point, y se deberá entregar el formato editable de dicha animación.
- d) Producto Actividad 3: propuesta de diseño y organización del stand, listo para producir en la sede del evento. Archivos de aplicación editables y listos para imprimir para el armado del stand.
- e) Producto Actividad 4: Todos los productos finales serán entregados en archivo en alta resolución para impresión, además de los archivos editables correspondientes a los productos digitales e impresos.
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- g) Producto Actividad 6: Edición de 3 guiones para presentaciones tipo TED, producción de sus respectivos apoyos visuales, 1 a 3 sesiones de entrenamiento en oratoria y presentaciones eficaces y 6 sesiones de ensayo para los ponentes.
- h) Producto Actividad 7: Diseño y edición; archivos editables, digitales y listos para imprimir las notas técnicas y productos de diseminación asociados.
- i) Producto Actividad 8: Diseño y edición; archivos editables, digitales y listos para imprimir, en dos idiomas y productos de diseminación asociados (en los dos idiomas respectivos).

Los productos se presentarán en idioma inglés o español, dependiendo del idioma en el que el Banco prepare los contenidos de los documentos.

Todo el trabajo será manejado en medios magnéticos interactivos, de tal forma que se tenga un acceso fácil y actualizado a la información en todo momento por el equipo del Banco. El trabajo se realizaría en las oficinas del contractual.

Cronograma de pagos

El presupuesto de la consultoría incluye únicamente los honorarios del contractual o firma para la realización de todos los servicios establecidos en los Términos de Referencia. No estima la realización de misiones para el desarrollo de la consultoría. Los servicios se contratarán por la totalidad de los costos directos e indirectos para la realización de la totalidad de los servicios objeto de la consultoría y se pagarán de la siguiente manera:

- a) Primer pago equivalente al 25% del monto total del contrato a más tardar quince (15) días calendario después de haber recibido el Banco un original del contrato debidamente firmado por el Consultor o firma así como el plan de trabajo de la consultoría.
- b) Segundo pago equivalente al 25% del monto total del contrato a la entrega y aprobación de los productos *a, b, c, d y e*.
- c) Tercer pago equivalente al 40% del monto total del contrato a la entrega y aprobación de los productos *f, g y h*.
- d) Cuarto pago equivalente al 10% del monto total del contrato a la presentación y aprobación por parte del Banco del producto *i*.

Calificaciones

- Título/Nivel Académico & Años de Experiencia Profesional: Título a nivel de Maestría en las carreras de Ciencias Políticas, Comunicación o disciplina relacionada, o la combinación equivalente de estudios y experiencia, con experiencia probada en el sector de reforma institucional. El contractual o firma deberá contar con cinco (5) años como mínimo de experiencia de trabajo en el desarrollo de productos de comunicación y charlas TED en América Latina. Experiencia específica mínima de cinco (5) años en el desarrollo de las actividades y productos de esta consultoría en proyectos financiados por el BID. Se valorará de forma especial la experiencia práctica del contractual o firma en proyectos de similares características en la región.
- Idiomas: Se requiere el dominio del idioma Español e Inglés.
- Áreas de Especialización: Comunicación, Ciencias Políticas o disciplina relacionada.
- Habilidades: Capacidad de coordinación.

Características de la Consultoría

- Categoría y Modalidad de la Consultoría/Servicio: PEC - Contractual de Productos y Servicios Externos, Suma Alzada
- Duración del Contrato: La consultoría tendrá una duración total de 220 días hábiles de trabajo, que se desarrollarán durante un período de 12 meses.
- Lugar(es) de trabajo: Consultoría Externa
- Líder de División o Coordinador: La coordinación de las labores del contractual o firma estarán a cargo del especialista de la División de Agua y Saneamiento del BID en Washington, Germán Sturzenegger (INE/WSA: germanstu@iadb.org)

Pago y Condiciones: La compensación será determinada de acuerdo a las políticas y procedimientos del Banco. Adicionalmente, los candidatos o firmas deberán ser ciudadanos de uno de los países miembros del BID.

Consanguinidad: De conformidad con la política del Banco aplicable, los candidatos con parientes (incluyendo cuarto grado de consanguinidad y segundo grado de afinidad, incluyendo conyugue) que trabajan para el Banco como funcionario o contractual de la fuerza contractual complementaria, no serán elegibles para proveer servicios al Banco.

Diversidad: El Banco está comprometido con la diversidad e inclusión y la igualdad de oportunidades para todos los candidatos. Acogemos la diversidad sobre la base de género, edad, educación, origen nacional, origen étnico, raza, discapacidad, orientación sexual, religión, y estatus de VIH/SIDA. Alentamos a aplicar a mujeres, afrodescendientes y a personas de origen indígena

