

REQUEST FOR EXPRESSIONS OF INTEREST

ALBANIA

CITIZEN – CENTRIC SERVICE DELIVERY PROJECT

Loan Agreement

Project ID No. 8521

**Assignment: Administrative Legal Expert (local)
Individual Consultant**

Posted: August 31, 2020

Ref. No. AL-8521-CS/IC/3.08.02

The Government of Albania has received key financing from the World Bank under the Citizen Centric Service Delivery (CCSD) Project, which consists of three components. CCSD project Component 1 supports enhancements of the backend systems: business process reengineering of services, building new IT systems and automation of services. Component 2 supports enhancements to the citizen interface with service delivery: reforming front offices in existing agencies, improving citizen convenience with one stop shops, improving online delivery of services, implementing beneficiary feedback, and providing information on services. Component 3 builds capacity to deliver improvements in services: by improving strategic planning, performance management, and capacity building of the implementing agencies, and communications.

During October 2019, in order to start the process of consultation and circulation, have been submitted to the Deputy Prime Minister’s Cabinet, the following documents drafted in the framework of IPSD Project:

- Draft Law “On some amendments to the Law no. 13/2016 “On Public Services Delivery through Front Offices”;
- Draft Decision “On the proposal of draft law on some amendments to the Law no. 13/2016 “On Public Services Delivery through Front Offices”;
- Relation on draft law 13/2016 “On some amendments to the Law no. 13/2016 “On Public Services Delivery through Front Offices”;
- Report on Impact Assessment of the draft law no. 13/2016 “On Public Services Delivery through Front Offices”;

Objectives of the Assignment

In this framework, ADISA is seeking to hire a qualified Administrative Legal expert (local) experienced in drafting of legal acts with focus on public service delivery, more specifically to draft amendments to the Law no. 13/2016 “On Public Services Delivery through Front Offices” (further on referred to as ‘*Consultant*’).

CONSULTANT QUALIFICATIONS

Education:

- Master Degree in Law with specialization in public law, administrative law or public administration/management.

Work experience:

- At least eight (8) years of professional experience as a legal expert including academia, public administration or consultancy; experience of work in projects by international organizations is a plus;
- Proven professional experience in drafting legal acts for the public administration in Albania and following through with the approval process; proven professional in drafting of legal acts with focus on public service delivery is a plus.
- Very good knowledge on Albanian legislation, strategies and initiatives in the field of public services.

Language requirement:

- Fluency in Albanian and English languages (Certificate of proficiency)

The Project Management Unit now invite eligible “Consultants” to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The Consultant will be selected in accordance with Individual Consultant (IC) Method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours from 08:00 to 16:00, Mondays to Thursdays, and from 08:00 to 14:00 on Fridays

The REOI and is posted on the website of the Agency for the Delivery of Integrated Services in Albania (ADISA): www.adisa.gov.al.

Expressions of interest (CVs, Letter of Interest and documentary evidence for fulfilling the qualifications such as certificates, etc) must be delivered in a written form to the address below in person, or by mail, or by e-mail by **September 14, 2020, at 12.00 local time**

ADISA

(Agjencia e Ofrimit të Shërbimeve Publike të Integruara)

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