

## OPERATION IDENTIFICATION SHEET

### MODERNISATION AND ADAPTATION OF THE SOCIAL WORK CENTERS

#### 1. Operating Structure:

Operating Structure for Human Resources Development Component of IPA (OS), as per Article 16 of the Governmental Decree on DIS, shall comprise of CFCD and the respective structures for IPA implementation established within the Ministry of Education and Science (MES) and the Ministry of Labour and Social Policy (MLSP). The Operating Structure shall be responsible for managing and implementing the Operational Programme Human Resources Development (OPHRD) 2007-2013 in accordance with the principle of sound financial management, as per Article 9 of the Governmental Decree on DIS, point 6 of Annex A of the Framework Agreement and Article 28 of IPA IR.

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#### 2. Title of the Operation:

Modernisation and adaptation of the social work centers

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### 3. Measure

Measure 3.1: Fostering social inclusion of people and areas at disadvantage

### 4. Description of the Operation

#### 4.1. Synthetic description

The operation refers to the following envisaged action under the measure 3.1 “Fostering social inclusion of people and areas at disadvantage”:

- Supplying equipment and refurbishment activities (within the limits set by the IPA Implementing regulation) to support delivery of quality services and programmes provided by the social work centers and specialized institutions for disadvantaged people for their integration in the mainstream activities;

There are two key pre-conditions for delivery of quality services by the social work centers: building up the capacities of the professionals in the field of social services and creation of an appropriate and sustainable infrastructure.

The first pre-condition is an objective of the project “Fostering social inclusion and inclusive labour market” (Measure 3.1 of the Operational Programme “Human Resources Development”) from the programming period 2007-2009, which is focused on development of skilled and competent professionals in the field of social work.

The **overall objective** of the operation is to increase the quality and efficiency of social services aiming at integration of disadvantaged groups in the labour market.

More specifically, the operation will improve working conditions of the social work centers, as main institutions responsible for delivery of social services and programmes to the disadvantaged people.

The Ministry provides social benefits and social services through social protection institutions.<sup>1</sup> Social protection institutions encompass the 30 social work centers (SWC), including 33 Day Care and Temporary Care Centers<sup>2</sup> and 12 public residential care institutions. They report to the MLSP.

The Law on Social Protection introduced an obligation for individual work with the clients of the SWC. The implementation of the individualised way of work with the beneficiaries is affected by the improper conditions and insufficient resources in the SWC for professional work with families, family therapy, counselling, field

<sup>1</sup> Sections III and IV (Article 85-151) of the Law on Social Protection (Official Gazette of the Republic of Macedonia, No 79/2009) stipulate the establishment, management, way of work and types of social protection institutions.

<sup>2</sup> Day care and temporary care centers are organizational units within the social work centers and do not present separate legal entities.

visits and educational activities. Moreover, there is no access for people with disabilities and reduced mobility, who represent one of the key beneficiary groups.

Therefore, the operation encompasses the following supplies and works activities within the budgetary limits set by the IPA Implementing regulation:

- Supply and installation of equipment (including IT equipment), assets (vehicles, furniture, etc.), as well as special tools and equipment needed for people with disabilities;
- Works for adaptation and modernisation of existing infrastructures of selected SWCs.

The works and supply activities are based on the assessment of the Ministry of Labour and Social Policy, which was conducted to collect information on all the needed activities and the costs for refurbishment of the SWC. The assessment encompasses analysis of the current situation and prioritization of the SWCs to be adapted with regards to the following criteria:

- needs of the SWC based on the detailed assessment conducted by the MLSP<sup>3</sup> in 2008 and updated table of needs (Annex to the OIS) by the MLSP Unit for Investments in 2012;
- the size of target population (number of individuals residing on the territory where the SWC operates); and
- the number of customers (beneficiaries) of the SWC.

According to the prioritization by the MLSP and in line with the available budget under this operation, tender dossiers including bill of quantities, drawings and tender specification for works and tender dossiers for supplies will be prepared for the selected institutions. Given the technical specificity of the supply and works contracts, the preparation of the tender dossiers requires the assistance of external technical specialists, who will be engaged through Technical Assistance of the Operational Programme "Human Resources Development 2007 - 2013".

#### 4.2 End recipient (s):

Ministry of Labour and Social Policy and social work centers.

#### 4.3 Duration:

Supply and installation of equipment (including IT equipment), assets (vehicles, furniture, etc.) and special tools and equipment needed for people with disabilities	16 months (including 12 months)
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<sup>3</sup> "Report on the Basic Data of the Social Work Centers, Technical Assessments of The Buildings, Needs Analysis and Proposals for Structural and Technical Modernisation of the Social Work Centers" - Ministry of Labour and Social Policy, Skopje, November 2008

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	Warranty period)
Works for adaptation and modernisation of existing infrastructures of selected SWCs	20 months (including 12 months DLP)

#### 4.4 Target group(s):

- Professionals from governmental sector working in the SWCs;
- People at disadvantage (beneficiaries of the SWCs).

#### 4.5 Expected outputs, results and impact and indicators

Indicators	Baseline	Target for 2007 - 2009	Revised targets under OPHRD 2007-2011	Definitions and presumptions	Source of data
<b>Outputs</b>					
Number of supported social work centres and specialized institutions for improving the quality of services provided		/	21 out of 35	The number of SWCs determined on the basis of the assessment, and in line with the available budget.	Project promoters, Database
<b>Results</b>					
Increased efficiency of social services providers	To be determined on the basis of study	To be determined on the basis of study	To be determined on the basis of study		Studies/ evaluation

#### 4.6 Links with other IPA component measures

This operation is an essential pre-condition for ensuring the implementation of other operations supported under the OPHRD.

The operation "Fostering social inclusion and inclusive labour market" from the programming period 2007-2009 focuses on improving the HR capacity of the SWCs by identification of training requirements and development and implementation of training programmes for the professionals. This operation will complement the preceding operation by focusing on the improvement of the working environment in the SWCs.

As noted in point 4.1, a specific operation financed from the Technical Assistance of the Operational Programme "Human Resources Development 2007 - 2013" will

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support preparation of full tender dossiers for the selected SWC to be adapted and equipped in the frame of this operation.

## 5. Implementation arrangements

**5.1. Institutional framework: operation coordination unit/steering committee/regional and/or provincial authorities/technical assistance team/other**

The operation will be implemented through works and supply contracts. Therefore, establishment of Steering Committee is not envisaged.

**5.2 (Procedures for the implementation of the operation: call for proposals/direct implementation by national institutions without prior call for proposals/call for tenders)**

The operation shall be implemented through 1 supply contract following International open award procedure and 1 works contract following Local open tender procedure.

Contract Type	Deadline for Submitting Draft ToR/TS/GfA to CFCD	Deadline for Completing TD/and Submission to EUD	Deadline for Publication of PN	Short List Phase	Deadline for Tender/ Call for Proposals Launch	Deadline for Tenders/ Applications Submission	Evaluation Date	Contract Approval Date	Deadline for Contract Signature	Date of Contract Start	Date of Contract End
Supply contract	4/2013	5/2013	7/2013	/	/	9/2013	9-10-/2013	11/2013	12/2013	1/2014	4/2015 (including 12 months Warranty period)
Works contract	5/2013	6/2013	7/2013	/	/	9/2013	10-12/2013	1/2014	2/ 2014	3/2014	10/2015 (including 12 months Defect Liability Period)

## 5.3 Risks and assumptions

### Risks:

- Lack of information and delays in ensuring documents necessary for implementation of the operation;

### Assumptions:

- Timely provision of necessary documentation;
- Sufficient support and commitment from the recipient institutions, in terms of ensuring access to relevant material, information and necessary support from Ministry of Labour and Social Policy and the Contracting

Authority.