

## **STANDARD SUMMARY ROJECT FICHE**

### **PROJECT PREPARATION FACILITY (PPF)FOR THE PHARE CBC PROGRAMME BULGARIA-ROMANIA**

#### **1. Basic Information**

- 1.1 CRIS Number:** 2002/000-623-05  
**1.2 Title:** PROJECT PREPARATION FACILITY (PPF) for the  
Phare CBC Programme Bulgaria- Romania  
**1.3 Sector:** EN, IN  
**1.4 Location:** Bulgaria, Northern Region,

#### **2 Objectives**

##### **2.1. Overall objectives**

The Project Preparation Facility (PPF) will support the preparation of projects within the future Phare CBC programmes and as a consequence it will promote the key objectives of the Phare CBC Programme between Bulgaria and Romania, namely:

- to help the border regions to overcome specific development problems resulting from their relative isolation in the framework of national economies; and
- to establish and develop of co-operative networks on both sides of the border.

##### **2.2. Purpose of the project**

- Strengthening the capacity to prepare adequate programmes and projects in the context of Phare Cross Border Co-operation Programme between Bulgaria and Romania, with a view of financial support under future Phare CBC programmes and/or international financing institutions (IFI).
- Support the relevant authorities to prepare a pipeline of mature projects that will be proposed for the future Phare CBC programmes in the field of :
  - ✓ Infrastructure and environment
  - ✓ Economic and social cohesion
  - ✓ Alleviation of the administrative and institutional obstacle to the free movement of person, products and services across the borders.

##### **2.3 Accession Partnership and NPAA priority**

The proposed PPF will play a key part in the process of preparation of Bulgaria for the accession, in particular through the capacity building dimension of the involved institutions. The project represents thus an important element in the preparation of Bulgaria for the adoption of Structural Funds. In addition, the project supports the social and economic integration between the border regions of the countries.

##### **NPAA (Medium-term priority):**

- Promotion of cross-border co-operation

## **2.4. Contribution to the National Development Plan: NA**

## **2.5. Cross-border Impact**

The Project Preparation Facility (PPF) will support the preparation of projects within the future Phare CBC programmes and as a consequence it will promote the key objectives of the Phare CBC Programme between Bulgaria and Romania. Special attention will be given to the preparation of joint projects and to projects with a strong cross-border co-operation character which will be planned in close co-operation with the regional and local authorities in the border areas.

## **3. Description**

### **3.1 Background and justification**

The Phare CBC IA within the MRDPW at central level responsible for the overall co-ordination for the Phare CBC Programmes in Bulgaria. In this position, the Phare CBC IA operates as interlocutor between the different line Ministries and Governmental Organisations and the Commission. As such, the Phare CBC IA, on behalf of the Government of Bulgaria bears, the final responsibility for the qualitative level of the various documentation and project proposals submitted on an annual basis to the Commission.

In the short run, the current proposal focuses both on allocating resources for future technical assistance to the IA in preparation of mature projects for the future Programmes as well as releasing funds to provide assistance to line Ministries and Governmental Organisations with the preparation of relevant technical documentation indispensable for a proper project preparation.

An adequate and comprehensive preparation of solid investment projects is a prerequisite for a timely future accession of Bulgaria into the EU. Complex investment projects require detailed and reliable data and background documentation to identify the best approach for achieving the objective(s). In-depth feasibility studies, systems design, impact analysis and other project background documents are critical for a successful implementation of projects financed both through Phare and other international financing institutions (IFI).

Background studies provide, apart from the project identification, also an analysis of the current status, an identification of possible alternative solutions including a testing of their financial, technical and administrative feasibility and recommendations for the economically most advantageous solutions.

Experience from other programmes has learned that there is ample scope for including a Project Preparation Facility (PPF) to be used for financing relevant studies and short-term technical assistance required for a proper design of project activities finally resulting in more mature project formats to be included in future Phare programmes or proposals financed through other international financing institutions (IFI).

### **3.2 Linked activities:**

**BG9916.03.01** “Preparation of Cross-Border co-operation Plan between Bulgaria and Romania” under implementation.

Under this project, the axes of development for the whole period of CBC will be reviewed. On a more practical level, the selected consultant will assist the relevant authorities in operating the Joint Small Projects Fund (JSPF) and will further elaborate the existing guidelines for the operation of the JSPF.

### 3.3 Results

Establishment of a Project Preparation Facility that will provide short-term technical assistance provided for two calendar years in order to support the Phare CBC IA and the line Ministries with the Phare CBC Bulgaria Romania programming. The authorities will be strengthened with short-term expertise in order to produce relevant background documentation, feasibility studies, project design schedules, terms of references and tender dossiers etc.

### 3.4 Activities:

The project will allow support to be provided to line Ministries and other Government bodies with competence in areas relevant to Phare CBC Programme. The allocation of this support will be decided through common agreement between the PAO and the Commission services at an early stage in the programming cycle, on the basis of initial proposals for Phare support received from competent bodies. The support will be provided in cases where an initial proposal is considered to correspond to a priority for support from the Phare CBC Programme, but where further efforts are needed to define and prepare a mature project, ready for implementation under the upcoming Phare CBC programme.

Project development to be supported under the PPF may include projects which are potential candidates for loans from international financial institutions, where co-financing by the IFI and Phare is considered as a possibility. Project preparation costs for such project can be supported by the facility, subject to the same procedures as projects proposed for support by Phare CBC alone; i.e. an initial proposal from a competent government body at an early stage in the programming cycle, justification in terms of the priorities for accession, the allocation for project preparation to be agreed between the PAO and the Commission services.

Technical assistance provided to line Ministries and Governmental Institutions is basically focused on the preparation and completion of:

✓ **Technical specifications, procurement plans and tender dossiers:**

For simple projects, detailed procurement plans are not necessary and preparation of tender documentation involves simply appending detailed technical documentation to a standard tender dossier. On more complex projects however, external technical support might be needed.

✓ **Feasibility studies:**

The PPF can finance not only entire studies, but can also be applied to complete studies or tests to ensure that their recommendations are coherent and feasible. The most obvious in this field are cost-benefit analyses of a recommended solution or sensitivity testing of various assumptions made in a feasibility study.

✓ **Detailed designs of investment projects:**

The detailed, technical preparation of a project following the completion of a feasibility study. It may involve developing detailed descriptions and technical specifications, bill of quantity for necessary inputs, completion schedules for works delivery and drafting of technical drawings.

✓ **Environmental impact assessments:**

If relevant, Phare projects must meet basic EU requirements on environmental impact. The “acquis” includes a directive concerning environmental impact assessment (EIA) and public participation.

#### 4 Institutional Framework

- **Beneficiary Institution** – Ministry of Regional Development and Public Works, Bulgaria and relevant Departments in line Ministries
- **Contracting Authority** - Ministry of Regional Development and Public Works (MRDPW, hereafter).

#### 5 Detailed Budget

Component	Phare Support (in MEUR)					
	Institution Building (IB)	Investment Support	Total Phare (I+IB)	National Co- financing	IFI	TOTAL
Project Preparation Facility (PPF)	0.3	0	0.3	0	0	0.3
<b>Total</b>	<b>0.3</b>	<b>0</b>	<b>0.3</b>	<b>0</b>	<b>0</b>	<b>0.3</b>

#### 6 Implementation Arrangements

##### 6.1. Implementing Agency

The Bulgaria CBC Implementing Agency is the Ministry of Regional Development and Public Works (MRDPW), which retains overall responsibility for the implementation of the project (approval of terms of reference, of tender documents, of evaluation criteria, of evaluation of offers, signature of contracts, authorisation and payments of invoices).

The relevant Departments within the line Ministries and other authorities will be responsible towards the CBC Implementing Agency for the operational and technical management of the project: studies, preparation of terms reference, tender documents, preparation and proceeding of the Tender procedures, evaluation criteria, evaluation of Tenders, award of contracts, invoices for payment.

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##### 6.2. Twinning Arrangement

NA

##### 6.3. Non standard aspects

There are no non-standard contracts or tender procedures envisaged within this project. “The Practical Guide to Phare, ISPA and Sapard Contract Procedures” will be strictly followed.

## **6.4 Contracts**

Project Preparation Facility - MEUR 0.3

## **7 Implementation Schedule**

### **7.1 Start of tendering/call for proposals**

ToRs ready by September 2002

Announcement for tender launched in October 2002

### **7.2 Start of project activity**

January 2003

### **7.3 Project completion**

August 2004

## **8 Equal Opportunity**

The project implementation procedures will ensure that the project brings benefits to men and women, and to ethnic groups in equal measure. Special attention will be paid to ensure that women and members of ethnic groups are included in the projects activities.

## **9 Environment**

Not Applicable

## **10 Rates of return**

Not Applicable

## **11 Investment criteria**

Not Applicable

## **12 Conditionality and sequencing**

## **ANNEXES TO PROJECT FICHE**

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)

<b>ANNEX 1 – LOGFRAME PLANNING MATRIX</b>			Contracting period expires: <b>31.12.2004</b>
<i>Project Preparation Facility (PPF)</i>			Disbursement period expires: <b>31.12.2005</b>
			<b>Total Budget: 0.3 MEUR</b>
<b>Wider Objectives</b>	<b>Indicators of Achievement</b>	<b>Sources of Information</b>	
<p>The Project Preparation Facility (PPF) will support the preparation of projects within the future Phare CBC programmes and as a consequence it will promote the key objectives of the Phare CBC Programme, namely:</p> <ul style="list-style-type: none"> <li>to help the border regions to overcome specific development problems resulting from their relative isolation in the framework of national economies; and</li> <li>to establish and develop of co-operative networks on both sides of the border.</li> </ul>	<ul style="list-style-type: none"> <li>Increased GDP regional share</li> <li>Increased Romanian and foreign investment in the region</li> <li>Improvement of the bilateral relations between Bulgaria and Romania</li> </ul>	<ul style="list-style-type: none"> <li>Government and international statistics</li> <li>Protocols of co-operation signed between the two countries</li> <li>Reports from local authorities and NGOs</li> </ul>	
<b>Purpose of the Project</b>	<b>Indicators of Achievement</b>	<b>Sources of Information</b>	<b>Assumptions and Risks</b>
<ul style="list-style-type: none"> <li>Strengthening the capacity to prepare adequate programmes and projects in the context of Phare Cross Border Co-operation Programme between Bulgaria and Romania, with a view of financial support under future Phare CBC programmes and/or international financing institutions (IFI).</li> <li>Support the relevant authorities to prepare a pipeline of mature projects in both infrastructure and environmental sectors to be proposed for future Phare CBC programmes.</li> </ul>	<ul style="list-style-type: none"> <li>Increase of the number of experts within the Bulgarian authorities able to prepare new projects</li> <li>Well prepared Financing Proposals for future programmes including mature projects ready to start implementation after signing of the relevant Financing Memoranda.</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring and assessment reports;</li> <li>reports of the Phare IA (Bg).</li> <li>Programme evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Efficient programme management (implementation, monitoring assessment);</li> <li>Continued commitment of the Government towards the priorities of the programme and regional development;</li> <li>availability of qualified staff and institutional support;</li> <li>sustained interest of the border region population in development and co-operation.</li> </ul>

<b>Results of Project</b>	<b>Indicators of Achievement</b>	<b>Sources of Information</b>	<b>Assumptions and Risks</b>
Establishment of a Project Preparation Facility that will provide short-term technical assistance provided for two calendar years in order to support the Phare CBC IA and the line Ministries with the Phare CBC Bulgaria Romania programming for 2003 and 2004. The authorities will be strengthened with short-term expertise in order to produce relevant background documentation, feasibility studies, project design schedules, terms of references and tender dossiers etc.	<ul style="list-style-type: none"> <li>Number of mature projects for Infrastructure and Environment for Phare CBC Programmes prepared by the PPF.</li> </ul>	<ul style="list-style-type: none"> <li>IA (Bg) reports;</li> <li>project completion reports;</li> <li>monitoring and assessment reports;</li> <li>Financing proposals</li> </ul>	<ul style="list-style-type: none"> <li>Availability of adequate funds through the next Phare CBC Programmes to finance the prepared projects</li> <li>Availability of co-financing for the prepared projects from the Bulgarian authorities</li> </ul>
<b>Activities</b>	<b>Means</b>	<b>Sources</b>	<b>Preconditions</b>
PPF can finance preparation of: <ul style="list-style-type: none"> <li>Technical specifications, procurement plans and tender dossiers</li> <li>feasibility studies</li> <li>detailed designs of investment projects</li> <li>environmental impact assessments</li> </ul>	<ul style="list-style-type: none"> <li>0.3 MEUR contracted and disbursed</li> <li>Adequate team of consultants</li> </ul>	<ul style="list-style-type: none"> <li>reports issued by MRDPW and consultants</li> <li>MRDPW bank statements</li> </ul>	<ul style="list-style-type: none"> <li>Well functioning co-operation and co-ordination between Romanian and Bulgarian Authorities;</li> <li>Continuity of staff and policy in MRDPW and other involved institutions enabling preparation and implementation of the projects without delays.</li> <li>Availability of necessary information to prepare good quality documents for the preparation of the projects</li> </ul>

Annex 2 – Detailed implementation chart														
Project title: BG02.06.05 - Project Preparation Facility														
Project	3Q 2002	4Q 2002	1Q 2003	2Q 2003	3Q 2003	4Q 2003	1Q 2004	2Q 2004	3Q 2004	4Q 2004	1Q 2005	2Q 2005	3Q 2005	4Q 2005
Project Preparation Facility		T	C/I	I	I	I	I	I	I					

T: Tender Procedures

C: Contracting

I: Implementation

Annex 3 – Contracting and disbursement schedule by quarter															
Project title: BG02.06.05 - Project Preparation Facility															
Components	Cumulative contracting schedule by quarter in MEUR (planned)														Total Phare Allocation
	2002		2003				2004				2005				
	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	
Project Preparation Facility			0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3
Total contracting			0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3
Components	Cumulative disbursement schedule by quarter in MEUR (planned)														Total Phare Allocation
	2002		2003				2004				2005				
	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	
Project Preparation Facility				0.06	0.12	0.18	0.24	0.28	0.30	0.30	0.30	0.30	0.30	0.30	0.3
Total disbursement				0.06	0.12	0.18	0.24	0.28	0.30	0.30	0.30	0.30	0.30	0.30	0.3