



Project AID 11292.02.4 – *Specialized Technical Assistance to the Mrauk U DOA*
CIG Code n. 78118205CB

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1. BACKGROUND INFORMATION

1.1. Partner country

The Republic of the Union of Myanmar.

1.2. Contracting Authority

The Italian Agency for Development Cooperation (Agenzia Italiana per la Cooperazione allo Sviluppo – AICS) Yangon Office (hereinafter mentioned as AICSY) is the Contracting Authority.

1.3. Country background

Myanmar has recently undergone through several significant changes. The Country, upon the advent of the military government, remained for many years largely isolated, with many international Countries ceasing any cooperation and financial aid. During these years, Myanmar faced an overall condition of underinvestment that led the Country to reach the highest poverty rate in the region while experiencing critical deficits in infrastructure and social services. In 2011 the Thein Sein government initiated a political and economic transition, and Myanmar gradually started to attract the attention of foreign governments and development agencies. In 2015, Myanmar was the seventh-largest recipient of international aid, mostly focusing on health and humanitarian programs.

Following the last elections, Myanmar is now entering and proceeding in a democratic transition, guided by the National League for Democracy (NLD), the Party represented by “the Lady”, Aung San Suu Kyi.

Despite facing several significant challenges, such as an on-going peace process among the various ethnic groups¹ and several natural disasters², the Government engaged itself into a general process of reforms, which encompassed, among many tasks, the definition of the Myanmar Sustainable Development Plan. The Plan mainly consists in the elaboration of the Development Assistance Policy, which initiated a reformulation of the management of the Official Development Assistance (ODA) by the Myanmar Government, which introduced a mechanism of Donors Coordination and institutional bodies charged with the overview and coordination of the external aids (funding, resources, consultancies etc.). The reforms of the NLD led Government included also the re-organization of the Ministries, which resulted in a reduction of their number aimed at increasing the effectiveness of the governmental institutions. Within this reform process, the Government merged two different Ministries, the Ministry of Culture and the Ministry of Religious Affairs into a new one, the Ministry of Religious Affairs and Culture. The creation of this new Ministry provided a more tangible evidence of how closed and related the religious aspects of the Country are clearly represented in its rich cultural heritage.

In the nearest period, the protection of the cultural heritage and its valorisation has become a topic of wider attention, with the Myanmar Government acknowledging more and more its potential in terms of job creation, income generation sustainable socio-economic development and also as a mean to enforce the peace process.

It is in this very same spirit that the Advisory Commission on Rakhine State made a specific recommendation on the safeguarding of the Mrauk U Temples as an effective tool to decrease poverty, improve economic development and promote peace and respect among the local ethnic groups. The Advisory Commission was organized based on the Myanmar Government’s request to have an

¹ The Republic of the Union of Myanmar is composed of several ethnic groups: many of them claim for a higher degree of independency in the management of their territories and the recognition of their cultural identity that the central government was reluctant to give. This led to the presence of armed groups controlling certain areas of the Country. The peace process, which started in 2011 initiated under the Thein Sein Government, is now aiming at reaching internal agreements among the various groups.

² Myanmar is an earthquake prone area and systematically suffers of flooding and typhoons, the latter causing several casualties and internal displacements of people.

external assessment of the situation of civil unrest and frictions among the different ethnic groups living in the area (namely Rakhine, Bamar and Rohingya) and to receive guidance on suitable solutions to reach peace and promote development. The Commission received also the task to identify some tangible actions to improve the peace process in Rakhine, aiming for a more sustainable development of the area.

The Commission was composed by 6 national experts and 3 internationals and led by former UN Secretary Kofi Annan. At the end of their assessment the Commission's Recommendations were formally presented in August 2017. The Recommendations, under the chapter Cultural Development, addressed directly the "*variety of sites of great historical, religious and cultural value*" present in Rakhine, highlighting the significance of Mrauk U "widely considered the greatest manifestation of Rakhine's rich history and culture". As a result, Recommendation n. 76 of the Commission report clearly encourages the Government of Myanmar in ensuring Mrauk U's eligibility as World Heritage Sites, collaborating with UNESCO and other international partners.

Following these indications and the request of the Myanmar Government, the Italian Agency for Development Cooperation agreed in financing the project "Support to the Social and Economic Development of Rakhine State through the Safeguard, Management and Valorisation of the Mrauk-U site". The Technical Assistance described in the present Terms of Reference is aiming at contributing to the main purpose of enabling the DOA to compile the Dossier that the Country needs to ensure that Mrauk U may be successfully listed as next World Heritage Site of Myanmar.

Rakhine State was historically known as the Kingdom of Arakan and Mrauk U was its capital. The importance of the city is still reflected in the historical remains of this important civilization, which provide evidence of the highest achievements reached by the Arakan culture. Mrauk U showcases significant examples of Arakan architecture, a highly skilled defensive system and extraordinary techniques of water management. Furthermore, the big complex of temples, monasteries and shrines witnesses the evolution of Buddhist devotion in the area, providing interesting iconographic and iconological evidences of some of the earliest examples of Buddhism in Myanmar. The clever utilization of the natural boundaries (hills and cliffs, ponds, water channels etc.) as defensive system enabled the Arakan Kingdom to remain flourishing, undefeated and independent for years, being the last one to be annexed to the Burmese Konbaung Dynasty in 1784 and ceded to the British in 1826³.

Needless to say, the cultural value of Mrauk U is undeniable and is thus among the reasons why the Myanmar Government and namely the Ministry of Religious Affairs and Culture together with the Rakhine State Authorities are promoting and working for the nomination of Mrauk U to the World Heritage List.

1.4. Current situation in the sector

In most recent period, the ending of the international sanctions, the opening of Myanmar to external relations and the prospects for genuine democratic reform, enabled the Government to give also more attention to the necessity of protecting the cultural heritage. The cultural properties of the Country have been in fact recently acknowledged among the important assets that may contribute to the sustainable development of Myanmar. With the understanding of the significant role that the cultural patrimony may have in a broader upgrading of the tourist sector through the creation of new destinations, the protection and valorisation of cultural heritage were recently included in the action plans for leveraging the local economy in a more equal and sustainable way. **The potentials of the cultural and tourist sectors to positively influence the local economy is being in fact further investigated by the Government. Additionally, not only the tourist domain, but also the cultural sector has recently started to be considered as an economic asset for Myanmar due to the**

³ Rakhine State went through several political changes becoming part of the Province of Burma of British India in 1886, and then Crown Colony of British Burma in 1937. In 1948, Rakhine became part of the independent State of Burma although only nominally, as nationalism of Myanmar broke up civil war nationwide. The State became part of the Socialist Republic of the Union of Burma in 1973, designated as the homeland of Rakhine people. Rakhine is now part of the Republic of the Union of Myanmar. The State is characterised by high poverty rates and plagued by natural hazards (floods and typhoons mainly). Moreover, Rakhine recently fed the newspapers headlines due to the interethnic clashes that sporadically occurred among the local groups of Arakan, Bamar (both of them mostly Buddhist) and Rohingya (Muslim communities).

tangible opportunities it may offer in terms of the creation of new employments and the improvement/diversification of existing curricula for local professionals.

Myanmar has a rich and diverse cultural patrimony which combines living heritage, historical values, religious assets and significant intangible patrimony carried along by the different ethnic groups present in the Country. Many are the cultural sites of the Country that could be eligible for the UNESCO World Heritage List with a tentative list of archaeological, historical and natural sites including, among others, world renown cities and famous tourist destinations such as Yangon Shwedagon Pagoda, Mandalay, Inle Lake, Myeik Islands, Bago, etc. Despite such a rich heritage and great potential, at present only the “Pyu ancient cities” have been included in the WHL in 2014 thanks to the joint support of UNESCO Yangon Office and the financial contribution of the Italian Government. This result provided some tangible recognition to the value of the cultural heritage in Myanmar, encouraging the Government to further support the MORAC and the DOA in proceeding with other nomination. In partnership with UNESCO and with funds allocated by the Italian Agency for Development Cooperation, which previously supported the nomination of Pyu, and together with other Countries or Development Partners (*i.e.* Japan), the MORAC submitted to the *World Heritage Committee* the dossier for “Bagan archaeological Area and Monuments”, as second Myanmar site, at the end of January 2018.

Recent similar approach can be found in the recommendations provided by the Advisory Commission on Rakhine State headed by the Former UN Secretary General Kofi Annan. As it was previously underlined, the report from the Commission underlined the role that the valorisation of cultural heritage sites - such as Mrauk-U in Rakhine - may play in improving the socio-economic development of the area. The improved conditions for the population that may come through the sustainable development of culture (tangible and intangible aspects) and tourism are shown to be an important element for the mitigations of inter-ethnic tensions and local instability.

Myanmar Government is committed to safeguarding and protecting all the various aspects of its cultural and natural patrimony and at developing consistently the revenues coming from the tourist sector. Main institution being responsible for culture is the **Ministry of Religious Affairs and Culture (MORAC)** with the **Department of Archaeology, National Museum and Library – DOA**, whereas the Ministry of Hotels and Tourism has the task to valorise and develop the sites as potential tourism destinations.

The Ministry of Religious Affairs and Culture (MORAC) is directly committed to safeguarding and protecting all the various aspects of the cultural and natural patrimony of the Country. Within this Ministry, the main institution designated for the protection, management and valorisation of the cultural heritage is the Department of Archaeology and National Museum (DOANM, commonly referred to as DOA) which, as stated in the official website, bears the following responsibilities:

- *To collect and search the Myanmar cultural heritage materials;*
- *To develop plan of action for preserving the Myanmar cultural heritage materials;*
- *To reveal historical sites and ancient cities by exploration and excavation;*
- *To preserve and protect Myanmar cultural heritage monuments and cultural properties;*
- *To establish archaeological museums, cultural museums and libraries;*
- *To disseminate Myanmar culture and to provide necessary information on Myanmar culture to public.*

At present, among the most urgent challenges that the Government, MORAC and the DOA are addressing in their action of strengthening the tangible and intangible cultural heritage of Myanmar are the (i) present low contribution of cultural heritage to local and national socio-economic development; (ii) the difficulties in linking a highly dynamic private sector to the safeguarding of cultural heritage and the sustainable protection of artistic, historic, natural and religious patrimony; (iii) the limited valorisation of the diversity of the cultural assets, including the marketing of the traditional skills/techniques, handcrafts and *artisanat* as a tool for sustainable development; (iv) the difficulty to ensure a proper presentation of the cultural sites, and (v) the still limited awareness and sense of belonging towards historical and cultural sites among the local communities.

With reference to the DOA internal structure, the staff is generally organized according to a detailed organigram with each site office responding to the Union Level DOA and namely to the DOA Director General. Every site office has a Site Manager or Local Director who is in charge of the overall supervision of the office, sites and museums located in the site area. Following the nomination of Pyu Ancient Cities, DOA established an additional Office dedicated to the specific procedures of coordinating and elaborating the nomination dossier for World Heritage Sites.

In principle, the major sites like Bagan and Mrauk U are meant to have a fully operational staff of nearly 40 people ranging from archaeologist, engineers and museum curator to accountants and including the security staff, gardener, driver etc. An example of the Mrauk U DOA organigram is provided in Annex A1 of this TOR (Please refer to *A1 – DOA Organization Chart*). The mentioned number does not always match with the reality of the situation, and DOA offices in Myanmar are often struggling to have sufficient personnel to cover the manifold needs of monumental sites. It is a recurrent case that due to the lack of some specific expertise the DOA professionals move from one cultural site to another to collaborate and support each other. All in all, DOA is constituted by a good network of dedicated and painstaking professionals that proved to be capable to cooperate and motivated to reach the expected results. The DOA is usually well connected to the local communities and to the monasteries (considering that most of the cultural sites of Myanmar are of religious value). This positive aspect in many cases enables DOA to benefit from the collaboration of volunteers that contribute to the site maintenance under the guidance of the technical DOA experts.

In terms of scientific support, DOA in Myanmar can currently refer to only one conservation laboratory located in Pyu and established thanks to the international support of UNESCO experts and the Italian Government funds. DOA staff has been trained to use the available equipment and tools and Pyu Laboratories still remain the main reference centre for investigation and restoration. Based on the present needs, it is foreseen to establish a first aid station/conservation lab also in Mrauk U. The Laboratory will not replace the Pyu centre, thus not duplicate the equipment, but will be aimed at enabling local DOA to be more independently and effectively carrying out emergency restoration and small interventions on stone materials.

The DOA has the responsibilities of protecting, managing, preserving, safeguarding the movable and immovable cultural heritage of Myanmar. To this aim, they are entitled to carry out archaeological excavation, conservation and restoration, structural strengthening of ancient building, setting up of museums and archives, etc. They are also in charge of ensuring the suitable presentation of the sites, and cultural properties. The aspects of valorisation are for some extent shared with the Ministry of Hotels and Tourism, which has the task to elaborate the tourism development plan including the cultural heritage sites as potential tourist destinations, thus cooperating to the creation of relevant supporting services.

In Myanmar it is important to mention the role of the Monastic Communities with reference to cultural heritage. Being Buddhism the main religion of Myanmar, the Monks have a highly esteemed role in the Country. Considering that most of the cultural heritage sites of Myanmar are religious sites, still in use for devotional purposes, the monks are the authorities that also DOA has often to refer to. In some cases, the monks are the direct implementer of minor rehabilitation of the temples, thanks to the funds provided by Buddhist devotees. In such circumstances the methodologies and materials used are not always consistent to the international guidelines for restoration and DOA thus play an important role in sensitizing the monks' community in understanding the importance of authenticity and consistency with the traditional ancient materials and building techniques.

Other than the Myanmar Government, many Civil Society Organizations (CSOs) are now committed to protect and valorise the cultural heritage and to promote the sustainable tourism of the Country, with the support of the International UN Agencies (namely UNESCO for culture), International Organizations and other Development Cooperation Partners. In the specific case of Mrauk U, the State of Rakhine has shown to be a reliable and active stakeholder, seizing the opportunity of valorising the local cultural heritage has an important tool to foster sustainable development for the local communities. Furthermore, since the very beginning of this Project and following the decision to support Mrauk U nomination to the World Heritage List the Rakhine CSOs have shown a pro-active and genuine commitment to make this process succeed.

The strengthening of the protection of the valuable cultural heritage assets of the Country proceeds also with the enforcing of its legal basis while introducing elements of the international standards. With regards to the Myanmar legal framework, the legislation governing the culture sector is presently undergoing an updating process with the draft of a “Heritage Law” being under preparation by the MORAC at Union level. Other regulations referring to urban planning and historical heritage protection are also in the process of being updated (many of them still refers to the English regulations) or drafted.

On the other hand, UNESCO regional office is committed in Myanmar on safeguarding the cultural heritage particularly within the framework of the 1972 *Convention on the Protection of the World Cultural and Natural Heritage (World Heritage Convention)* and on preparing the ground for the future ratification of other legal instruments such as the 2003 *Convention for the Safeguarding of the Intangible Cultural Heritage*.

Despite the strong commitment of the Government and the increase in the number of tourists visiting the Country, the developing strategies and action plans for the tourist sector haven’t yet reached the phase where part of the revenues from the tourist sector can be effectively utilized for contributing to the maintenance and sustainability of the Country’s destinations.

However, the great progresses achieved in these sectors are contributing at enhancing the capacities of the local population in protecting the cultural heritage as significant tourist destinations for Myanmar. Additionally, it has been widely acknowledged by the Myanmar Government how strengthening the tourism and culture sector may contribute at creating new jobs’ opportunities and at better responding to the urging needs for dedicated and qualified professionals in these field. This provides additional motivation to continue in the support to cultural heritage safeguarding and valorisation.

1.5. Related programmes and other donor activities

Myanmar is a priority Country within the strategy of the Italian Agency for Development Cooperation (AICS), focusing at intervening in 3 identified main sectors: Rural Development, Governance and Peace Process and Economic Development, the latter encompassing also initiatives aimed at supporting Cultural Heritage Valorisation and the development of Sustainable Tourism.

Based on the recent approved programming, AICS is actively committed in supporting the Myanmar Government in the conservation and valorisation of Myanmar Cultural Heritage. The aim of the Italian support is to contribute to the safeguarding of the cultural sites while promoting exchange of information, techniques and methodologies to enable job creation and the diversification of local professional curricula. In the strategic approach of AICS, the valorisation of cultural heritage is also, but not only, linked to the opportunity of strengthening and improving the quality of the tourist product the Country can offer to the regional and international market. In line with the Myanmar Government Economic Strategy, the ultimate goal of both targets is to contribute to job creation, identify sustainable sources of income while promoting consistently best practices of safeguarding the cultural and environmental resources of the Country. Several activities have been financed by the Italian Government: an overall amount of nearly 9 million Euros was committed to Myanmar through different initiatives in the last five years. Additional funds have been also recently allocated for supporting the requalification of Yangon historical patrimony and the improvement of the urban planning of the City.

In this framework, AICS acts not only as a Donor, with funding being provided to UNESCO, WB or to Italian NGOs, but also as a direct implementer through bilateral partnership with the local Government.

Among the initiatives funded by AICS, whose scope of work is most relevant to the present Contract, the following can be mentioned:

1. The Project “Support the safeguarding, management and valorization of Mrauk U” - AID 11292.01.3” is a second Project supporting Mrauk u: it is funded by AICS but implemented by UNESCO. It is therefore directly related to the present Contract. This initiative is expected to deliver the following results: 1.1 Draft Management Framework for Mrauk U and its Cultural Landscape; 1.2 Research framework developed for enhanced understanding of Mrauk U heritage values; 2.1 Cultural map of the area. The foreseen activities may be summarized as

follows: 1.1.1 Capacity building for relevant stakeholders on site management and conservation 1.1.2 Development of strategies and guidelines for specific issues at the site through a consultative process with local communities; 1.1.3 Zoning, Landscaping and Destination Plan for Mrauk U and its cultural landscape; 1.2.1 Develop research framework to define the Outstanding Universal Value of Mrauk U with national and international researchers, academics and experts; 2.1.1 Awareness raising activities and training of key local stakeholders on World Heritage and management; 2.1.2 Participatory cultural mapping to identify tangible and intangible resources. The AICS and UNESCO projects have been jointly formulated and are thus conceived to be complementary and synergic. To better match the expected results the tasks related to the capacity building of DOA in terms of management and conservation have been divided between the 2 counterparts with UNESCO covering mainly the hydrological mapping, conservation and maintenance and AICS focusing on the conservation of the built heritage. The Service Provider in the execution of the activities described in the present TOR shall duly consider adequate coordination and collaboration with the experts mobilized by UNESCO within the above described Project.

2. The Project “Tourism and Cultural Heritage: phase 1” (TOUCH 1). It is a pilot initiative aimed at investigating the opportunities of supporting sustainable economic development through the valorisation of the Myanmar Cultural Heritage and the promotion of sustainable tourism. TOUCH1 consists of three main components, matching the Government priorities: 1. The rehabilitation and valorization of the historical urban heritage of Yangon, aiming at enabling a sustainable re-use of the historical building; 2. The strengthening of the institutional capacities of the Ministry of Religious Affairs and Culture and the Ministry of Hotels and Tourism on the themes of Destination Management for Cultural Heritage Sites; 3. Setting the basis for the promotion of community-based sustainable tourism. The second component is the most relevant to the present Terms of Reference. It may be thus foreseen that some of the training activities for the Destination Management for Cultural Heritage Sites may be carried out in Mrauk U. The officers participating may be in that case benefitting from getting information regarding the activities of conservation and management executed by the Service Provider in accordance to the present TOR. Collaboration on this regard is thus encouraged.

Other than AICS and UNESCO, additional Development Partners are contributing at protecting and valorising the cultural heritage of the Country. Efforts for the strengthening of the cultural domain have been carried out also by the European Countries through the European Delegation and on bilateral mode. Consistent European funds have been devoted to this sector, acknowledging the role that cultural assets, living heritage and intangible heritage may play in bridging the gaps among different ethnic groups while contributing to the peace process.

With specific reference to Mrauk U, the World Bank has more recently expressed the intention to support the Myanmar Government in the elaboration of a Disaster Risk Management Plan for the area. This initiative will show continuity and consistency with the activities that WB is already carrying out at regional level and in Myanmar with a special focus on Yangon. The DRM plan will be targeting most closely the risk of earthquakes and floods: Myanmar is an earthquake prone area and floods are among the most frequent natural hazards causing every year damages, casualties and internal displacement of people.

Since more than one year, the South East University from Nanjing, China is carrying out activities of research on Mrauk U. Although directly involved in the coordination meetings held by DOA for the nomination of Mrauk U as World Heritage Sites, the contribution of the Chinese partners to the nomination still remain unclear. At present, there is no evidence of any formal agreement between the DOA and the SEU on sharing the studies carried out, but additional information may be made available by DOA at the time when the Service Provider will be carrying out field activities in Mrauk U.

In the most recent period also the Korean Government has shown the interest in providing technical support and assistance in the cultural heritage mapping. At present there are no official information regarding the detailed scope of work of their intervention nor about the size of the financing that will be provided.

2. OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1. Overall objective

The activities to be carried out under this Service are included in the framework of the Project “Support to the Social and Economic Development of Rakhine State through the Safeguard, Management and Valorisation of the Mrauk-U site” (AID 11292), an initiative funded by the Italian Agency for Development Cooperation (AICS) and directly managed by the AICSY in partnership with the Ministry of Religious Affairs and Culture and in coordination with the Rakhine local authorities.

The overall objective of the Project of which this Service Contract will be a part of, is:

- To contribute to the socio-economic development of the country through the valorisation of the cultural heritage of Myanmar.

Furthermore, the Project intends to achieve the following Specific Objective:

- To support the socio-economic development of Rakhine, enhancing the valorisation of the monumental site of Mrauk-U in line with the recommendations of the Kofi Annan Commission

Within the mentioned framework, the present Service Contract will be contributing at achieving the First Project result: **R.1.** Mrauk-U DOA’s capacities of managing and protecting the site are strengthened.

In this framework, the Specialised Technical Assistance requested under this Service Contract is aimed at enabling the Department of Archaeology of Mrauk U to effectively manage and protect the monumental site, with the ultimate goal of presenting the nomination of Mrauk U Archaeological Area and Cultural Landscape as World Heritage Site.

2.2. Purpose

The purposes of this Contract are as follows:

- **Purpose 1** – Increasing the capacity of DOA to protect, manage and valorise the cultural heritage of Mrauk U;
- **Purpose 2** – Developing and producing guidelines, documents and reports that can support the DOA in their tasks of protecting managing and valorising the cultural heritage of Mrauk U and sites in Myanmar having similar features, conservation and managerial issues;
- **Purpose 3** – Providing key elements, guidelines, reports, diagnostic data, technical specifications, scientific indications and/or other relevant documents that may be effectively used/included by the DOA in the management plan and/or other relevant parts of the WH nomination dossier for Mrauk U.

2.3. Results to be achieved by the Service Provider

The main results expected to be achieved by the Service Provider with the present Service are the following

- **Result 1** – Technical Assistance and Capacity Building Activities to increase the DOA Capacities to protect, manage and valorise the Cultural Heritage of Mrauk U, carried out;

Result 1 is constituted of 2 sub-components:

- **Result 1A** – Training courses and on-the-job experiences suitable to improve the capacity of DOA to analyse the conservation/management/valorisation issues and act accordingly, are duly executed;

- **Result 1B** – The restoration Pilot Project are carried out and constitutes the basis for formulation of suitable intervention/restoration plans for other similar sites/cases;
- **Result 2** – The diagnostic results, guidelines, reports, and all documents useful to support the DOA in their tasks of protecting, managing, valorising the site of Mrauk U, are produced (in English language), discussed and presented to the DOA and submitted to the Contracting Authority and the DOA for approval;
- **Result 3** - The diagnostic results, reports, evidences of scientific investigations carried out during the training courses, pilot projects, on-the-job experiences useful to support the DOA in compiling the management plan and/or any other part of the Mrauk U nomination dossier for WH are prepared in English according to the indications provided by the DOA consultants, submitted to the Contracting Authority and the DOA for approval;

The above presented order does not constitute an indication of the chronological timeframe for the foreseen activities. The Service Provider shall provide evidence of the rational of the recommended chronological order of the activities requested to achieve the requested Results in the *Organization and Methodology* Document. A detailed *Workplan* clarifying the duration and relations among the activities shall be also provided.

3. ASSUMPTIONS & RISKS

3.1. Assumptions underlying the project

There is continuity in the general political and institutional reforms. The government set-up and the relevant regional and Rakhine State structures are maintained as at present. The overall strategic approach of the government keeps supporting the valorisation of cultural heritage as important economic assets for the Country in the perspective of job creation and more equitable and sustainable development. The Rakhine State keeps supporting the process of the nomination of Mrauk U as World Heritage Site, cooperating with the MORAC-DOA with financial and human resources.

3.2. Risks

On a general level, the Rakhine State still suffers of some internal instability that may lead to some delay in the execution of the activities on ground. Mrauk U Project area does not belong to the area experiencing civil unrest and is thus considered secure. Furthermore, should any potential risk or difficult arise, the local authorities are prepared and can timely inform the Contracting Authority and Service Provider on the actions to be undertaken. This risk can be thus mitigated thanks to the well-organized structure of the Myanmar Government which will be coordinated by the DOA.

Another risk that may arise is related to the difficulty of interacting with the civil society: the undergoing process of preparing the nomination dossier for Mrauk U would necessarily introduce some changes in the daily community life within the protected area. It is thus underlined at all levels in the project the need to adopt high degree of flexibility, good communication and negotiation.

The Project funded by AICS, to which the present Consultancy Service belong, is composed of two additional parts that, through the contribution of qualified Italian NGOs and local CSOs, will ensure that suitable communications and consultation will be carried out with the local communities, keeping them informed of the progresses of the cultural heritage protection activities as well as making them active parts of the management and monitoring processes. A second part of the Project funded by AICS (the Contracting Authority) will also engage Italian NGOs and CSOs to identify, promote and support socio-economic activities related to the cultural industries, artisanat, tourism. Among other actions, the Project foresees to provide funds and/or incentives to Small or even Micro enterprises locally established and aiming at the sustainable development of the local community.

4. SCOPE OF THE WORK

4.1. General

4.1.1. Description of the assignment

The Service of the present TOR is meant to support, in the most effective way, the Myanmar DOA professionals in their daily commitment to protect, preserve and valorise the cultural monuments and landscapes of Mrauk U, in Rakhine State, one of the most significant heritage sites of the Country.

The Service is also conceived in order to successfully sustain the on-going procedure of nominating Mrauk U as World Heritage Site. To this aim, some of the assignments included in the present TOR will be directly targeting some of the specific aspects to be included in the WH nomination dossier. The Service Provider shall ensure that the scientific approach and the methodologies used in the conservation tasks are fully compliant to the UNESCO guidelines and respond to the quality level requested by the WH Committee. The indicated time frame shall be also respected in order to contribute effectively to the nomination process.

Considering the above, the present Service is aimed at providing qualified Technical Assistance to the DOA and mainly targeting the following aspects:

- i. Collaborating with the DOA professional, experts and UNESCO Consultants in the identification of the most relevant attributes of Mrauk U site for the elaboration of the World Heritage nomination dossier, in the elaboration of suitable conservation and maintenance guidelines, indicating category of actions (routine/project/emergency) as well as requirements of institutional, legal and resources frameworks;
- ii. Providing suitable Technical Assistance to increase the DOA Capacities to protect, manage and valorise the Cultural Heritage of Mrauk U and to ensure that a suitable methodology and action plans to properly address the existing or potential conservation issues is handed over to the DOA professionals for the effective management and valorisation of the cultural sites, cultural landscapes and movable cultural assets exhibited in the Museum (or preserved in the DOA storage);
- iii. Elaborating, in collaboration with the DOA, the scientific investigations and diagnosis useful for the local professionals to identify effective conservation measures for the safeguard of Mrauk U sites and cultural landscape, carrying out training courses, pilot projects, on-the-job experiences useful to support the DOA in defining and compiling the management plan and/or any other part of the Mrauk U nomination dossier for the WH;
- iv. Providing guidance for the elaboration of valorisation plan for the Museum and the cultural sites and technical specification for the setting up of a first-aid station/conservation laboratory in compliance to the Mrauk U needs and available space/resources;
- v. Identifying together with the DOA professionals, the future possibilities for scientific research and/or academic collaboration that may contribute at improving the local and external knowledge about the site conservation, local traditions and skills, community involvement, art history/iconography/iconology and/or any other relevant aspects.

In preparing the requested assignment, the Service Provider shall take into due consideration the specificity of the Myanmar context and namely that of the Rakhine State ensuring that the cultural aspects, traditional techniques and local potential constraints are duly identified and addressed. It is important that these elements are reflected in the organization of the work on site, in the contents of the training courses that will be provided and in the identification of the professional team that will be mobilized by the Service Provider for collaborating with the DOA.

The methodology to be used shall consider up-to-date technologies as well as the local traditional techniques and skills, thus encouraging the effective use of locally available resources and the involvement of local manpower. The respect of the cultural sites' authenticity and the restoration and

conservation guidelines that will be provided shall take into consideration that most of the temples are “living heritage” thus object of worship and pilgrimage.

During the implementation of the assignments indicated above, the Service Provider will take as references conservation principles, methodologies, procedures and techniques adopted at international level, as defined in relevant international Charters and Recommendations (UNESCO, ICCROM, ICOMOS). The main theoretical and practical references that may be used for the Service may be, among others, the followings:

- 1964, ICOMOS International Charter for the Conservation and Restoration of Monuments and Sites (The Venice Charter);
- 1972, Convention on the Protection of the World Cultural and Natural Heritage (World Heritage Convention);
- 1994, Nara Document on Authenticity;
- 2003, Convention for the Safeguarding of the Intangible Cultural Heritage;
- 2005 (revised), UNESCO/WHC Operational Guidelines for the Implementation of the World Heritage Convention;
- 2013, Burra Charter and relevant practice notes;
- Other relevant Charters, Recommendations and Declaration regarding cultural heritage, cultural landscapes, sustainable tourism, etc.

At local level, the following documents shall be also duly considered by the Service Provider for the execution of relevant tasks:

- 2013, Myanmar Tourism Master Plan 2013 – 2020 with additional outcomes in terms of Action Plans and similar relevant documents;
- Other recent up-to-date documentation approved by the relevant line ministries, Strategic Papers drafted with the contributions of Cooperation Partners (CPs) or Civil Society Organizations (CSOs).

4.1.2. Geographical area to be covered

The Service shall be provided in Mrauk U, Rakhine State, in the Republic of the Union of Myanmar. The present Terms of Reference refers mainly to the area that is going to be protected of the nomination Dossier for the World Heritage List. As a general indication given by the DOA the extension of the area to be protected is estimated in 4,701 hectares whereas the buffer zone will reach up to 9197.17 hectares. A preliminary map of the area to be protected is attached as *Annex A2A – Proposal Boundaries of Mrauk U Ancient City*.

4.1.3. Target groups

The Department of Archaeology and National Museum (DOA) of the Myanmar Ministry of Religious Affairs and Culture (MORAC) is the target group of the Services requested under this Contract. More specifically, the activities covered by this Service Contract will be dedicated to **15 professionals employed within Mrauk U DOA office** and to other **DOA’s experts** responsible for other cultural heritage sites in Myanmar together with **specialists involved in the WHL nomination dossier preparation** for a total amount of **maximum 50 people**.

4.2. Specific work

Technical Assistance 1 (TA1) – From Pilot Conservation Cases to the Definition of a Pilot Conservation Plan for Mrauk U

This part refers to practical activities of diagnosis and restoration to be carried out on site as pilot Project. The aim is to enable DOA, by working closely with their professionals, to identify suitable methodology and actions to be applied to three significant case studies. The three pilot projects were

indicated by the DOA based on a level of priority and significance for the overall Mrauk U monumental site. They encompass a good degree of complexity, different level of analysis (from a full site to specific targeted conservation problems) and present conservation issues that are occurring in many other sites in Mrauk U. DOA shall thus be put in the conditions to obtain, through these 3 pilot projects, guidelines, recommendations and methodologies that will enable their professional to replicate in an autonomous and sustainable way the techniques and methods used for the pilot projects in other sites in Mrauk U (or other places in Myanmar).

The Service Provider is requested to focus on the following main TARGETS:

- Research & study the deterioration and decay processes of the monuments through the 3 selected case studies, duly considering the strengths and weaknesses of the local context and enabling, wherever possible, the valorisation of the available traditional techniques, skills etc.;
- Obtain scientific analysis and sound documentations;
- Get guidelines on suitable conservation methods identifying priorities and category of actions (routine/project/emergency);
- Enable the DOA to define an effective conservation plan assigning suitable resources and methodologies.

Activity 1.1 – Pilot Project in Bodhi Shwe Gu: from diagnostic analysis to conservative restoration

The Pilot Project of Activity 1.1 will be carried out in Bodhi Shwe Gu: it is a 10-meter-high sandstone temple having a bell-octagonal structure, which is located on the side of a small hill. It was built during the second half of the 15th century and now presents different weathering processes, of physic-chemical and biological origin, which need to be analysed. (For more detailed information see *Annex A2B - Map of Pilot Conservation Projects and A3A – Maha Bodhi Shwe Gu Data Sheet*).

The activities that are expected to be carried out will concern the analysis of the monument in its entirety, including the study of the constitutive materials and their specific features, the verification of the surrounding environmental conditions and the identification of their relations to the weathering processes. These activities will be carried out by conservation scientists and restoration experts for sandstone treatments in collaboration with the DOA relevant professionals. All the analysis and elaborations shall be carried out through observations in situ, laboratory investigations and further critical elaborations that will enable the setting up of a scientific method of evaluation and identification of relevant suitable solutions.

Actions foreseen:

1. Analysis of the monument in its entirety (including taking samples)
2. Evaluation of the surrounding environment/area
3. Identification of the constitutive materials
4. Evaluation of the ancient technology and construction techniques
5. Evaluation of the surrounding environmental conditions and their link to the weathering processes
6. Identification of the most dangerous conservation threats and their interactions.

Advisable Techniques/Methodologies to be used (among others to be suggested by the Service Provider):

1. On site observation
2. Sample collection and Lab analysis
3. Environmental Monitoring and elaboration of available data
4. Diagnosis & critical elaboration of the collected data

Expected Outcomes and Results:

- Detailed mapping of Bodhi Shwe Gu describing the actual conservation conditions/issues. The mapping considers the various heights of the temple, sun exposition, etc. linking these factors to the possibility to enhance damages/deterioration and/or causing/preventing further risks;

- Monitoring on site & recording of environmental conditions (estimated period of monitoring is 12 months to ensure the evaluation along the various seasons/climatic and weather conditions, temple inner and outer parts & differences);
- Getting guidelines to evaluate potential indirect weathering control methods and/or mitigation activities as preventive conservation methods;
- Characterization of the physio-chemical weathering processes in the different parts and areas of the temple to evaluate the most significant factors affecting the site conservation, the most urging risks etc, which needs to be considered and targeted while planning conservation activities;
- Detailed analysis of biodeterioration phenomena, including taxonomical characterization (bacteria, cyanobacteria, algae, fungi, lichens, mosses and higher plants, eventually insects and/or other animals etc). The characterization shall indicate the deterioration ability of the identified species, ecological features and the mapping of the most significant species on the outdoor and indoor surfaces to develop the most suitable conservation strategy;
- Definition of a restoration plan to be carried out in collaboration with the DOA based on all the above identified elements put together;
- Restoration tools and materials defined together with the DOA and provided by the Service Provider, making use, wherever possible, of locally available materials while introducing others that may be beneficial for the conservation of the temples;
- **Restoration executed by the Service Provider together with the DOA professionals according to the restoration plan agreed;**
- **Restoration works' report, final remarks on the scientific investigations carried out, conclusions summarized in order to be feeding the nomination dossier, wherever applicable;**
- Based on the results of the work carried out, **general guidelines for DOA on the conservation, restoration, maintenance and monitoring plan for a stone temple having similar biological deterioration, internal and external parts etc. shall be provided.**

The temple, based on previous assessment made by the DOA, does not show evidence of structural problems. No structural intervention is thus foreseen or requested in the present Contract. If any structural problem will be identified during work execution, the Service Provider shall identify, indicate and report them in the relevant guidelines and documents to be produced within the Contract. Indication on advisable solutions will be welcomed.

Activity 1.2 – Pilot Project in Tay Za Yar Ma Stupa & Library: from diagnostic analysis to guidelines on how to intervene in old restoration using cement

Tay Za Yar Ma is a medium sized stupa with a library, which was built in 16th century. It was built in sandstone and weathered during the centuries by several factors. During the recent decades, in order to improve its structural features, it was widely restored making a broad use of cement. The utilization of cement mortars has shown several side-effects that the DOA is willing to face and solve. Therefore, new conservative interventions need to be carried out. (For more detailed information see (For more detailed information see *Annex A2B - Map of Pilot Conservation Projects and A3B – Tay Za Yar Ma Data Sheet*).

Actions foreseen:

1. Analysis of the monument (including taking samples)
2. Evaluation of the ancient technology and construction techniques
3. Evaluation of the use & impact of cement and link to weathering processes
4. Evaluation of the potential solution: traditional mortars, new mortars, options, etc.

Advisable Techniques/Methodologies to be used (among others to be suggested by the Service Provider):

1. On site observation
2. Sample collection and Lab analysis

3. Diagnosis & critical elaboration of the collected data

Expected Outcomes and Results:

- Detailed mapping of the use of cement
- Analysis and evaluation of the damage caused
- Analysis and evaluation of the proposed alternatives
- Definition of a restoration plan to be carried out in collaboration with the DOA based on all the above identified elements put together for Tay Za Yar Ma;
- Restoration tools and materials defined together with the DOA and provided by the Service Provider, making use, wherever possible, of locally available materials while introducing others that may be beneficial for the conservation of the site;
- Restoration executed by the Service Provider together with the DOA professionals according to the restoration plan agreed;
- Restoration works' report, final remarks on the scientific investigations carried out, conclusions summarized in order to be feeding the WH nomination dossier, wherever applicable;
- The restoration executed accordingly in some area of this monument jointly selected with the DOA;
- Restoration actions' report and conclusions;
- Based on the results of the work carried out, general guidelines for the DOA to be applied on the conservation and restoration of stone monuments where cement was used.

Activity 1.3 - Pilot Project in Anawma Temple: from diagnostic analysis to guidelines on how to intervene in partially protected monuments

Anawma is a small temple made of sandstone dating back to the XVI century. The original monument partly collapsed in the past and what remains now is a Buddha statue partially protected by a roof. The conservation conditions show some weathering processes. The temple is of high importance and specific interest for its iconography. (*Annex A2B - Map of Pilot Conservation Projects and A3C – Anaw Ma Data Sheet*).

The activity foreseen for this site is meant to enable a general ***diagnostic analysis (in limited areas and for a limited extension of time) that may link to the characterisation of the most important stone weathering agents, in order to establish the causes of deterioration and the best conditions for a preventive conservation strategy.*** No specific restoration activity on the stone materials or interventions to substitute the present roof is requested. However, the results of the diagnostic analysis shall be used for elaborating reports, to provide practical recommendations and general guidelines, which will support the elaboration of the Conservation and Management plan of the Mrauk U sites.

Actions foreseen:

1. Analysis of the monument/general diagnostic analysis in selected areas
2. Evaluation of the ancient technology and construction techniques
3. Evaluation of the most dangerous stone weathering agents
4. Establish the causes of deterioration and the best solutions for preventive conservation strategy.
5. Recommendations to be given based on the analysis and evaluations carried out together with the DOA

Advisable Techniques/Methodologies to be used (among others to be suggested by the Service Provider):

1. On site observation
2. Lab analysis & characterisation of most important stone weathering agents occurring on the pilot temple
3. Diagnosis & critical elaboration of the collected data

Expected Outcomes and Results:

- Diagnostic analysis report highlighting the pros and cons of the protective roof for the Anawma Buddha Statue

- Indication of the causes of deterioration and best preventive conservation strategy that is advisable to use in the specific case of Anawma with clear explanations of the rational
- Guidelines for a preventive conservation plan for Anawma, indications of monitoring (how frequent, how to be carried out, by whom, how to record data etc.) and planning for maintenance

TA1 Time frame & reporting activities

A1.1 and A1.2 need to be executed within the 15th month from the Contract entry into force. A1.3 can start at the 2nd month and can be concluded at the 9th month.

A preliminary report with a method statements namely for A1.1 and A1.2 sites is requested within the first month from the Contract entry into force. The method statement will need DOA approval for proceeding with relevant conservation activities. An update shall follow within the end of the 3rd month for A1.1 and A1.2, an intermediate report on the progress of works will be needed within the 9th month to contribute to the further Task of the Service (namely TA2). Final report shall be produced within one month from the conservation activities completion. These documents shall be attached to the Contract relevant reports to enable the Service Provider to be duly paid.

All the previously mentioned activities (1.1, 1.2, 1.3) shall be carried out together with the DOA as the methodology requested for this Services is a **training-on-the-job approach** (learning by doing). The professional of the DOA shall be thus guided and supported in the various phases of the diagnosis/restoration/monitoring pilot cases.

All the tools and instruments needed for the diagnostic analysis and restoration should be provided by the Bidder. The use of portable instruments is encouraged in order to observe the results directly in the field and in a real time, with the possibility of using and showing the collected data during the training courses.

Wherever sample collection is requested, the Service Provider shall inform in advance the DOA personnel and agree on the collection area. Non-invasive techniques shall be used and ensure no harm will be caused by the sampling. The full process of collecting the samples, documenting and labelling the samples shall be carried out together with the DOA to ensure also these aspects of know-how are duly shared. It is expected that in most of the cases, the Service Provider will have to carry away the samples for Lab analysis to be executed abroad. To this aim, the Service Provider shall request the DOA an Official Letter to be shown, if necessary, at the airport authorities. The cost of the sample analysis is considered included in the Project.

Indications on how to address the most urging conservation and management issues are welcomed for all the three pilot projects and shall be intended to help the DOA in defining suitable conservation measures for Mrauk U sites.

A close link and connection between the activities of in situ monitoring and restoration and the training course will be needed.

It is foreseen that the data collected during the pilot Projects or elaborated during the training courses may be significant for scientific publications. These publications are encouraged by the Project, provided that the following rules are observed:

1. The contents of the scientific publication shall be previously agreed with the DOA and the Contracting Authority (AICS), as per art. 11 of the Contract. Written consent from both parties shall be requested before starting any publication process.
2. The scientific publication shall be prepared in collaboration with relevant DOA personnel, sharing the intellectual property of the contents;
3. The contribution of AICS in funding the Project and the Service Contract shall be mentioned;
4. As a general principle, the Contracting Authority (AICS) has the absolute property of any results or rights thereon, including copyright and other intellectual or industrial property rights, obtained in performance of the Service Contract, and may thus use, publish, assign or transfer them as it sees fit, without geographical or other limitation, except where intellectual or industrial property rights already exist. In this specific case, considering the importance of the scientific publications to the nomination dossier evaluation process, the Contracting Authority will accept the

possibility of transferring the property of these articles to the DOA for their research and publication use provided that the Service Provider send an official request indicating the themes and general contents to be addressed and including the preliminary consent of the DOA in collaborating to the research and publication.

Technical Assistance 2 (TA2) – Support to the DOA in the definition of a heritage management plan for MRAUK U

This part is aimed at providing to DOA the necessary technical assistance in mapping, getting information, collecting data and elaborating them to ensure the definition of a suitable management plan for the Mrauk U monumental site.

This component will be fed by and comprehensive of all the information made available through this Service Contract. All relevant analysis, observation, diagnosis and restoration activities carried out throughout the Contract shall be effectively interlinked to show how the management plan require a multi-disciplinary approach which may foresee activities of observation, data collection, ordinary maintenance and routine measures, preventive conservation as well as restoration, emergency or mitigation actions etc. All the significant elements shall be collected and put together guiding the DOA in the definition of a suitable heritage management plan useful for the World Heritage nomination dossier. Among the topics that are deemed advisable to target, the following are requested:

Activity 2.1 Technical Assistance in understanding the conservation issues, identifying the factors affecting the conservation of the temples and planning accordingly (understanding & planning)

These activities can be carried out in the form of a research: it is aimed at providing a general methodological approach that will be completed by specific training courses and on-site activities. The expected outcomes are:

- Preliminary assessment of the monuments and sites that the DOA intends to include in the nomination, verification of the list of attributes in collaboration with the DOA technical experts to better understand the identified values, features and significance. These data may need to be reviewed and re-organized to short-list the most meaningful attributes that will be highlighted in the nomination dossier. As per present situation, the attributes of Mrauk U site have been divided into physical and physiographical attributes to better encompass both the monuments and the cultural landscape aspects of the heritage sites;
- Characterisation of the climatic and bioclimatic conditions of the sites (evaluated through available climatic data – from Department of Meteorology and Hydrology, and on-site collection of information); These data may be complemented by information provided by the UNESCO funded experts on Hydrology and World Bank funded expert in Disaster Risk Mitigation. Coordination is advised in this specific regard;
- Characteristics of the stone materials available in Mrauk U (mostly sandstone and bricks) to be carried out through petrographic analysis of stone and mortars in different conservation conditions;
- Definition of a local environmental context of the various parts of the monuments and temples, considering thoroughly that the various cultural sites include variety of circumstances such as outdoor, sun exposure, tall and big monuments, hypogeum and internal chambers with different humidity and temperature conditions etc. The analysis should consider an evaluation of the variations over the seasons, considering that Mrauk U is a tropical area, having a rainy season from mid-May/June to September/mid-October (min/max duration);
- Identification of the most relevant physio-chemical weathering factors of stone materials in the different conditions: this aspect should provide evidence through the analysis and diagnosis carried out within the Contract, observation and the case studies on restoration;
- Indication of the most relevant and dangerous agents of biodeterioration for stone materials, clearly presenting the different conditions and their impact on stone (through the various analysis carried out, information gathered through the pilot projects, ecological observation executed in the sites);
- Indication of other relevant elements of risk for the conservation of the site (natural disasters mostly occurring on site are earthquakes and flooding). These indications shall be resulting from the elaboration of the data collected (environmental monitoring and information from DOA

authorities), on site observation, data collected from DOA or through the coordination of UNESCO or other involved consultants (World Bank).

- Analysis and evaluation of the ancient technologies and construction techniques that can be used for preservation and conservation of the Mrauk U temples and guidelines on how and when it may be most advisable to use them.
- Clear indications on how the human resources shall be organized and managed to duly respond to the site needs: guidelines on the background, profiles and specific experience needed and practical recommendations on how to improve the present organization of the human resources to reach better results for the Mrauk U site safeguarding and management (see Annex A.1 – DOA office organization chart).

Activity 2.2 General guidelines on preventive conservation, conservation treatment and monitoring

These activities shall be aimed at collecting all the information regarding existing traditional techniques, ancient materials and/or techniques and skills that can be used and applied for conservation of the stone monuments valorising the (formal and informal) locally available expertise. It shall compare the traditional techniques with the present trends in conservations sciences and enable DOA to carry out critical observations and analysis to choose which solution shall be applied on a case by case evaluation. The aim is to facilitate DOA in finding the most suitable approach to protect and restore the monuments of Mrauk U, considering the available resources and the potential options. Indications on preventive conservation shall be provided, as well as clear indications on monitoring activities (clarifying features, human resources, frequency etc.) and guiding them in preparing a suitable management plan for the sites. The data and the joint evaluation shall be aimed at supporting the DOA in the elaboration of guidelines for a Conservation and Management Plan for the monuments of Mrauk U that will feed the information needed for the World Heritage Nomination Dossier. In all the evaluation, assessment and formulation of guidelines and recommendations, specific attention shall be given to the physical attributes that will qualify Mrauk U as WH site, based on the UNESCO and WHC criteria.

The analysis and assessment, mapping and recommendations for the physiographical attributes (hydrographical aspects of the site etc) will be carried out by UNESCO specialists within the Project funded by AICS. The Service Provider shall guarantee coordination among the Team of Experts and the experts recruited by UNESCO.

At present, the most significant physical attributes identified by the DOA for the WH dossier are the following:

A. Defense – Royal attributes

- City Gate
- Fortification (Watch-post/Rampart/Bastion/City Wall)
- Palace Site and Palace Wall
- Cerimonial or ritual site

B. Religious attributes

- Buddha image (in situ)
- Mosque
- Nat Shrine
- Ordination Hall (Sima)
- Pitaka-library
- Temple
- Stupa

C. Others

- Archaeological remain
- Granary
- Glazed Kiln
- Inscription (in situ)
- Jetty/Port

Activity 2.3 Technical Assistance on mapping Mrauk U monuments and cultural landscape, on archaeological risk mapping of MRAUK U area and on collected data utilization

This part is aimed at strengthening the DOA capacities of using suitable measures of mapping and documentation evaluating the possibility of using remote sensing technology and possibly LIDAR for their archaeological and site documentation and archaeological risk mapping. The DOA is equipped with a GIS team that already collected and mapped part of the site. Based on the specific request of the DOA, the Service Provider should support the GIS team in addressing the survey and mapping of some archaeological areas that are planned to be excavated (i.e. Vesali area), collecting preliminary data. These activities shall be aimed at elaborating an archaeological risk mapping useful for management, interpretation and monitoring the development and anthropic pressures in the area. Land use analysis (reference to agriculture, crops, anthropic use etc.) will be also helpful for the site management. Furthermore, the DOA will need assistance in better understanding and organizing the data already collected in order to make good use of them for management purposes. The techniques that may be applied by the Service Provider through theoretical training and on-the-job experience are GIS and remote sensing techniques possibly including LIDAR.

All the tools and instruments needed for the mapping and documentation should be provided by the Bidder. The use of portable instruments is encouraged in order to observe the results directly in the field and in a real time, with the possibility of using and showing the collected data during the training courses.

Activity 2.4 Elaboration of Conservation thematic action plans for the main attributes of Mrauk U Site

To better support the elaboration of the nomination dossier, following the specific request of DOA, the Service Provider shall develop, in close collaboration with DOA GIS team, thematic maps for the physical attributes listed in A2.2 that will constitute a core input for demarcating the zoning of the World Heritage Property.

Accordingly, it is requested Develop thematic action plans for the conservation and management of the physical attributes. As for the thematic maps (A2.2), the thematic action plans should be related to the physical attributes listed in A2.2. The action plans will constitute a core input for the Management Plan of the property and should contain at least the following information:

- i. Overview of the current situation
- ii. Main threats and issues
- iii. Management and Conservation Objectives
- iv. Priority actions for future activities
- v. Monitoring system with indicators
- vi. Technical guidelines and procedures (if available on specific topics)
- vii. Recommendations on further investigation and research including a list of equipment needed

The DOA in collaboration with UNESCO may produce a specific template for the action plan to ensure that both the physical and physiographical attributes will follow the same strategic approach and will contribute consistently to the nomination dossier and namely to the Management Plan. In that case, the DOA will provide this template to the Service Provider informing the Contracting Authority.

Activity 2.5 Guidance on the identification of suitable research strategy and research plan (not limited to heritage)

Other than all the topics that will be targeted within the present Contract, DOA requested to receive indications on the additional research activities that will be deemed beneficial for the site interpretation, site conservation, protection and management and that may be carried out in the future. Based on all the analysis and diagnosis carried out during the project, getting acquainted with the Mrauk U environment and the complexity of the local context, the Service Provider is requested to provide DOA with support in identifying the most relevant issues/topics of investigations/research that need to be addressed in the short, medium and long term. The topics that may be considered are, among others, the following:

- Additional/further scientific investigations not covered by the present Service and needed to better preserve or manage the sites (indicating which ones);
- Heritage and community: social and anthropological aspects that may be helpful for site management or site interpretation;
- Further analysis on land use, traditional crops, ethnobotanic aspects;
- Iconography/iconology;
- Research on the site selection criteria made by the ancient civilization (why the temples were built in a specific area) – site formation/settlements

The Service Provider will give indications on the most interesting/significant topics and subject of research, providing guidance on the best way to address them (workshop, piece of research, article, scholarship, twinning programs etc.), the time frame and any relevant occasion to present or publish

TA2 Time frame & reporting activities

The activities shall be executed and the relevant documents submitted in 3 steps, as preliminary, an intermediate and final report: the documents indicating the assessment and survey at the beginning of the Service shall be included in the preliminary report whereas the preliminary list of updated attributes and conservation reports shall be included in the first interim report (3rd month) and the conservation report shall be preliminarily submitted within the 6th month and completed within the 9th months from the Contract entry into force, together with the third interim report (please see Chapter 7.1 Reporting requirements).

Technical Assistance 3 (TA3) - Support to the DOA in the Cultural Heritage and Museum documentation, conservation and valorisation

These activities are aimed at improving the capacities of DOA professionals to duly manage and valorise the cultural heritage and the museum of Mrauk U. TA3 will be carried out through dedicated courses in Mrauk-U site and/or museum, covering the following fields:

Activity 3.1 – Cultural heritage outlines, documentation, setting up and using a database

This activity will cover at least 3 weeks of full activities, at averagely 40 h/ week, for a total of 120 hours (half as theoretical lessons and half as training on the job, i.e. practical exercises and field activities).

The general topics that can be addressed during the training courses may be, among others, the following:

Cultural Heritage: Identity and history (estimated training time: 30 hours)

- Outlines on the definition and concept of cultural heritage (material and immaterial; living heritage; cultural landscapes);
- UNESCO strategies in World Heritage nomination and specific conservation needs;
- Introductory approach to the conservation and valorisation of the cultural heritage site;
- Historical overview on Cultural Heritage restoration and conservation;

Documentation of Cultural Heritage (estimated training time: 30 hours)

- Methods of surveying and monitoring an archaeological site;
- Methods of surveying and monitoring a single monument;
- Non-Invasive Investigations Techniques.

These courses will mainly foresee the involvement of Key Experts 3 and 5 supported by Key Experts 1 and 2

Data base set up and GIS analysis (estimated training time: 60 hours)

- Methods and tools of GIS monitoring and general background information on remote sensing and/or LIDAR analysis suitable for the mapping of monuments and landscapes (it will be particularly dedicated to strengthening in GIS team of the DOA).

This course will mainly foresee the involvement of Key Expert 4.

The Service Provider may appoint other non-Key Expert to support these activities.

Activity 3.2 - Training in conservation of stone materials and management plans.

This activity will cover at least 4 weeks of full activities, at averagely 40 h/week, for a total of 160 hours. It is advisable for the Service Provider to consider half time as theoretical lessons and half as training on the job, i.e. practical exercises and field activities.

The general topics that can be addressed during the training courses may be, among others, the following:

Monuments Deterioration process and conservation methods

- General principles of deterioration and conservation of stone (with specific reference to the characteristics of the materials, physic-chemical and biological deterioration;
- Methodology for deterioration assessment of stone monuments.

Risk Assessment for Cultural Heritage

- General principles and case study

Conservation Activities and Preventive Conservation

- General principles and applications in situ

Build-up of Management Plan

- General principles and applications in situ

Discussion of the analysis carried out in Mrauk U and general perspective of the site

- Critical illustration of the results of the first phase of analyses and their application for developing a conservative strategy.

This course will mainly foresee the involvement of Key Experts 1,2,3,5; the Service Provider may appoint other Non-Key Expert to support these activities.

Activity 3.3 - Training in Museum development and valorisation

This activity will cover at least 2 weeks of full activities, at averagely 40 h/ week, for a total of 80 hours (half as theoretical lessons and half as training on the job, i.e. practical exercises and field activities).

The general topics that can be addressed during the training courses may be, among others, the following:

General outlines of museology and museography: sharing knowledges and perspectives

Managing & valorising a Museum

- Documentation and inventorying of movable cultural heritage, museum exhibits and artworks
- Conservation of materials in Museums
- Practical guidelines on how to manage a museum (including aspects of economic analysis, management of human resources, ticketing, maintenance etc.)
- Practical indications on how visitors should be guided inside a museum (importance of identifying visiting path, design of signage and captions, didactic panels etc.)

How to valorise a cultural heritage site

- Exhibition of cultural heritage and site valorisation (concepts and guidelines on design, signage, directions, didactic panels, branding of the cultural site)

This course will mainly foresee the involvement of Key Experts 5 with the assistance of Key Experts 1, 2 and 3; the Service Provider may appoint other Non-Key Expert to better support these activities.

Guidelines and specification to be given for the management plan of the archaeological site.

Activity 3.4 - Elaboration and production of didactic materials.

The main aspects, topics and contents of all the above-mentioned training courses shall be shared with the DOA through didactic materials. Each trainer shall produce relevant didactic material, presentation and/or practical exercises for all the targeted topics.

To improve the effectiveness of the training courses, the trainers may prepare assessment test at the beginning of the courses. The Service Provider shall also ensure that evaluation forms for all the executed training courses (also those related to TA1, TA2 and TA3) will be prepared and distributed to the DOA participants to test and verify/adjust the effectiveness of the training activities.

TA3 Time frame & reporting activities

The training activities will have an estimated duration of 2-3 months (9 weeks) and will be executed in 2 steps. Most of the training courses should be possibly scheduled within the first 3 months, especially for the topics A3.1 & A3.2. The results of the first diagnostic analysis included in A3.2 and the training for A3.3 shall be made available/carried out not later than on the 9th month from the Contract entry into force. It is expected that the relevant documents (guidelines, didactic materials, training courses contents etc.) may be submitted with the second interim report (6th month) and with the third interim report according to the progress of TA3 (please see Chapter 7.1 Reporting requirements).

Technical Assistance 4 (TA4) - Support to the DOA for the setting up of a Field Stone Conservation Laboratory (First Aid Station)

Activity 4.1 – Appraisal of the existing needs of the site: identification of the most important tools and equipment for setting up a First Aid Station in Mrauk U.

The experts are asked to verify the instruments already available and used by the DOA and support the DOA in defining the basic instruments, equipment and tools that may fit the purpose of preserving Mrauk U cultural heritage and useful to set up a First Aid Station in the surrounding of the Museum. This activity shall be possibly linked to the Activity of TA1 and of Activity A3.2 to ensure the DOA professional may better understand the full process of conservation and restoration.

Activity 4.2 – Site Visit to Pyu Laboratory.

A field-trip of around 3 days shall be organised by the Service Provider within the training course on of stone conservation. This activity shall be aimed at sharing the previous experiences of conservation and restoration treatments carried out in Myanmar at the premises of Pyu Laboratory. This Laboratory is now a national reference lab for all DOA offices and is thus equipped and provided with suitable human resources. The site visit is meant to enable the Trainers and the DOA to better understand and evaluate the necessary tools, equipment and instruments that are useful to be provided in Mrauk U. The rational will be also to identify which items are useful to be supplied in Mrauk U considering the objective of setting up of First Aid Station for stone conservation.

The estimated number of participants is 30 professionals from DOA. The Service Provider shall consider covering within the budget the renting of a bus, the coverage of food and lodging (hotel expenses and meals) for the group and for the trainers, etc.

Activity 4.3 - Identification of Field Stone Conservation Laboratory Technical Equipment

Following the site visit and the verification of the equipment already available in Pyu Laboratory, the Key Experts will support the DOA in identifying a list of the most suitable items to be supplied in Mrauk U. The list shall consider the specificity of the cultural heritage of Mrauk U e.g. the material

(sandstone and bricks), the human resources that will be deployed to work in the Lab, the tools already available locally etc. Based on this evaluation, together with the DOA, the Trainers will prepare a list of equipment, tool and other relevant items. The Service Provider is requested to produce technical specifications for all the listed tools, providing a priority (from 1 the most needed to 3 the least needed), and indicating warranty or other related services that may be needed. The Service Provider is also asked to make a fair estimation of the items price to define a budget. The Technical Specifications and all the relevant information described above shall be used by the Contracting Authority for launching a relevant selection procedure (tender) to supply all the items to the DOA. This part should be possibly completed within the 9-10th month of the Contract execution. Further revision may be asked by the Contracting Authority, if necessary, within 14 months from the Contract entry into force.

TA4 Time frame & reporting activities

The activities for TA4 can be executed in three steps within 14 months from the Contract entry into force. However, it is advisable that A4.2 may be executed within the first 3 months of the Contract, to adequately link the subject to A3.2. As previously mentioned, the documents foreseen for A4.3 shall be submitted within 9-10 months from the Contract entry into force. The documents referring to these activities shall be attached to the first and third interim report accordingly. For the Technical Specifications and relevant budget, upon preliminary approval of the DOA on the contents, it may be advisable for the Service Provider to organize a meeting dedicated to the purpose and submit them directly to the Contracting Authority to better present and explain the achieved results.

Technical Assistance 5 (TA5) - Presentations and open workshops

This part is aimed at sharing the experiences developed during the activities of surveying, documentation and conservation of cultural heritage of the site, contributing to the DOA capacity building and human resources development.

Two steps of public presentation will be organised together with the DOA as follows:

Activity 5.1 Intermediate presentation of the Project.

A first presentation will be carried out, when data of analyses, training, and the first steps of restoration has been performed. The presentation shall include a site visit to the selected monuments (A1.1, A1.2 and A1.3), and a public presentation meeting. Each Key expert will illustrate the specific activity, the intermediate results, and the problems and constraints still to be solved.

Activity 5.2 Final presentation of the Project.

The Final presentation will be organised when all the activities of the project will be concluded. It will also include a site visit to the selected monuments (A1.1, A1.2 and A1.3), and a public presentation in meeting. In the final presentation, the Team Leader will be asked to present the activities of all the Team, possibly accompanied by at least two other representatives from the Key Experts. A more consistent presence of the Experts' team will be welcomed.

The presentation may be organized in collaboration with the DOA and thus be scheduled consistently with the coordination workshops that the MORAC-DOA, UNESCO and AICS organize for the verification of the progresses of the preparation of the nomination dossier. The Contracting Authority (AICS Yangon) and UNESCO should be participating in the presentation sessions. Suitable advance notice shall be given to ensure adequate participation.

The estimated number of participants to these presentations shall be defined with the DOA. The Service Provider may be asked to support the presentation event covering the costs of translators/interpreters. The expenditures for light lunches/tea break and for printing presentation brochures should be considered within the budget of the Contract.

TA5 Time frame & reporting activities

A5.1 - the intermediate presentation should be carried out around the 9th month of Contract execution, whereas A5.2 - the final presentation shall be carried out within the 15th month from the Contract entry into force. The reporting of these presentations (minutes, powerpoint presentation and/or brochures) shall be attached to the third interim report and the final report as indicated in Chapter 7.1 Reporting requirements.

4.3. Project management

4.3.1. Responsible body

The Contracting Authority is the AICS Yangon Office (AICSY) which shall be therefore responsible for managing this Consultancy Contract.

4.3.2. Management structure

The Service Provider shall be managed by the Contracting Authority, i.e. the AICS Yangon Office (AICSY). AICSY is responsible of issuing all approvals and relevant payment releases. Administrative issues shall be managed by the Contracting Authority under the monitoring and guidance of the Responsible Person for the Procurement Activities (*Responsabile Unico del Procedimento*) hereinafter mentioned as RUP.

For any technical aspects that need to be discussed, the Service Provider shall inform the Contracting Authority, which will proceed in consultation and agreement with the DOA, as main beneficiary of this Consultancy Service. The Service Provider shall act in full cooperation and coordination with the Contracting Authority and namely with the AICS Yangon Office professionals delegated to manage the Project “Support to the Social and Economic Development of Rakhine State through the Safeguard, Management and Valorisation of the Mrauk-U site” (AID 11292.02.4). No decision regarding the Technical Assistance comprised in these TORs will be adopted without having the previous approval of the DOA and/or relevant involved authorities of the Myanmar Government.

The Contracting Authority will coordinate between the Service Provider and the DOA to ensure the proper execution of the requested activities and services. The Service Provider shall also interact in a professional manner with all the involved authorities and/or local stakeholders for the best results of the Project ensuring due diplomacy and respect for the roles, responsibilities and mandates of each of them.

During work execution, the coordination between the Service Provider and the DOA will be carried out through a Focal Point who will be liaising and facilitating the implementation of the Service. The name and contacts of the Focal Point person shall be communicated officially by the DOA to the Contracting Authority and then to the Service Provider, upon official communication of the Contract signature by the Contracting Authority to the DOA.

4.3.3. Facilities to be provided by the Contracting Authority and/or other parties

No physical facilities shall be provided by the Contracting Authority. Whenever needed, the DOA will provide supporting letters or written certificates to facilitate the release of relevant Visas, Travel Authorizations (TA) to Rakhine State, access to specific sites to carry out local surveys or other assignments to be undertaken by the Service Provider and its staff.

Upon the signature of the Contract, the Service Provider may agree with the DOA on sharing the use of office space within DOA available premises in Mrauk U for the purpose of the present Contract. However, the Service Provider shall be directly responsible for the setting up of office space/desk/working station suitable for the smooth implementation of the Contract’s activities and the achievement of the relevant expected results.

For the execution of the Theoretical Training Courses in Mrauk U, DOA agreed in making available two rooms within their premises. The rooms are equipped with tables and chairs. Only one of the rooms is equipped with projector. No internet connection (no wi-fi) is presently available in the building. It is the responsibility of the Service Provider to inspect the rooms in advance, making sure to adapt them to fit the purpose of the Training Program by providing appliances or tools that may be missing.

5. LOGISTICS AND TIMING

5.1. Location

The Service shall be provided in Mrauk U, Rakhine State, in the Republic of the Union of Myanmar. The activities will be mostly focusing at the area that will be protected under the framework of the nomination dossier for including Mrauk U within the World Heritage List. As a general indication given by the DOA the extension of the area to be protected is estimated in 4,701 hectares whereas the buffer zone will reach up to 9197.17 hectares. A preliminary map of the area to be protected is attached as *Annex A2A – Proposal Boundary Map of Mrauk U Ancient City*.

5.2. Start date & Period of implementation of tasks

The intended start date is within mid-April 2019 and the period of implementation of the Contract will be 15 (fifteen) months from the date of issuance of the Notice to Commence by the Contracting Authority. The Service Provider is requested to detail the period of execution providing a specific Work-plan based on the indications provided in the present TOR. More specifically, the Work Plan shall take into due consideration the dates for deliverable/report submissions and relevant activities indicated in Chapter 4.2 – Specific Work and in Chapter 7 - Reports.

The Services duration is 15 months: the work-plan shall duly consider time, human resources and constraints in order to make sure that the requested tasks are carried out according to what is detailed in Chapter 4.2 – Specific Work and to all the indications provided within these Terms of Reference.

Depending on the outcomes of the initial Contract and on the availability of funds, the Contracting Authority may decide to carry out a second phase of operation to provide additional technical support to the DOA for the successful submission of the World Heritage nomination Dossier.

6. REQUIREMENTS

6.1. Staff

The Service Provider shall employ professional staff as may be necessary to fulfil all his obligations under these Terms of Reference and relevant Contract. No key staff shall be mobilized until the Service Provider has received the Contracting Authority's written approval for each staff member. The Service Provider shall maintain the complete key staff required for the whole duration of the Contract.

The Service Provider shall propose an adequate organization of services, the composition of the teams of experts, their inputs, and the support services needed. The Service Provider shall provide the requested services on site as per the indications of the TA activities described in the present TOR. For some specific tasks (e.g. specialized diagnostic tests to be carried out in special labs) the Service Provider may utilize structures and personnel available within his premises. This shall be clarified and explained in the Organization and Methodology Document. In any case, the Service Provider shall have in-house production facilities relative to the project's needs and/or provide evidence of the capacity to produce all the requested materials within the available time and budget.

The Contract covers work requiring knowledge of many disciplines including, but not restricted to, the following: Conservation Sciences, Restoration, Diagnostic Investigation, GIS Mapping and Documentation, Biology applied to Restoration, Chemistry Applied to Restoration, Physics Applied to Conservation, Economy of Culture, Art History, Museology and Museography, Architecture and rehabilitation, etc.

The Contract covers work requiring knowledge of many disciplines including, but not restricted to, the following: Conservation Sciences, Restoration, Chemistry applied to Conservation, Biology applied to Conservation, Geology, GIS Mapping and Remote Sensing, Cultural Heritage Site

Management, Museology and Museography, Art History, Architecture, Physics applied to Conservation, Economy of culture etc.

The Service Provider's team shall contain experienced professionals with a good all-round knowledge and shall be supplemented, when necessary, with experienced specialists. While professional staff shall be from the Service Provider's full-time staff, it is recognized that some specialists may not be available on a full-time basis, and it may be necessary for the Service Provider to employ certain specialists on a short-term basis, with the Contracting Authority's prior approval.

All experts must be independent and free from conflicts of interest in the responsibilities accorded to them.

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the Country, shall only be approved to work as experts if well justified. The justification should be submitted with the Offer and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

As part of the Technical Offer, Bidders will have to provide a summary table where they will detail the proposed personnel to be involved in the project (key experts, other experts and support staff) and the relevant number of inputs days of each member of the personnel per each TA.

The Bidder shall submit a detailed CV for each one of the Key Experts. The CVs shall clearly qualify the relevant professional experience detailing the tasks and responsibilities, length of the assignments and shall provide tangible evidence of the aspects of the expertise, academic and working background that are matching with the required profiles. etc.). Key Experts List and CV Template are included in Annex E – Technical Offer Form.

6.1.1. Key experts

All experts who have a crucial role in implementing the Contract are referred to as Key Experts. The profiles of the Key Experts for the requested Services, shall comply with the following indications:

Key expert 1: Team Leader/Project Manager

Qualifications and skills

University master's degree in **Conservation Science** specialised in **Chemistry/Geology**, University master's degree in **Chemistry or Geology** specialised in Conservation Sciences or equivalent master's degree showing evidence of professional experience in Conservation Sciences; good command of English language (Spoken and Written) is requested; strong communication and leading skills, analytical skills; diplomacy; cultural sensitivity.

General professional experience

For the present Service's assignment, it is requested a minimum of 12 years' professional experience (although an experience equivalent to or of more than 15 years will be preferred) in conservation of cultural heritage, preferably on immovable tangible heritage. The experience shall be possibly referring to weathering processes diagnosis and/or methodology, techniques and products for cultural heritage conservation and restoration.

Specific professional experience

Specific proven experience in Projects related to conservation of stone monuments is requested; knowledge and previous experience of conservation projects carried out in tropical areas and/or South East Asian countries is preferred.

Field presence requirements: The Team Leader shall guarantee a periodical presence on site. Considering that the Service consists of 3 main phases, the Team Leader is expected to be present at each phase for an overall period of **at least 8 weeks**. This period shall be effectively divided into the three phases of the Service, ensuring that all the sensitive moments of the Project implementation are duly taken care of. As a reference, it is deemed advisable that the Team Leader ensure his/her presence

at least 1) at the beginning of the Contract for addressing the DOA and the team of experts and for setting up on various activities foreseen by the Contract (e.g. starting the monuments monitoring/diagnosis, the training, etc.); 2) in an intermediate phase (which may fall around the 9th month of the Contract) and/or based on the implementation plan whenever his/her profile is advisable; 3) in the final phase for the presentation of the activity and for sharing experiences (at the 16th month). If the team leader cannot be in the field for the mentioned entire period, a minimum of 6 weeks is requested and a senior expert with a minimum of 8 year of experience in the same field can be accepted as a replacement for the remaining period, provided that this decision is duly justified in the Organization and Methodology Document.

Offers showing a presence of the Team Leader for the full requested period or more will be preferred.

Key expert 2: Biologist with experience in Stone biodeterioration and conservation

Qualifications and skills

University master's degree in **Biology** with documented experience in **cultural heritage conservation**, or University master's degree in **Conservation Science** with evidences of specialization in **Biology** or equivalent University Degrees providing that relevant professional experience on cultural heritage conservation is provided; good command of English language (Spoken and Written) is requested; good communication and teaching skills, analytical skills; cultural sensitivity.

General professional experience

For the present Service's assignment, it is requested a minimum of 8 years of experience (although an experience equivalent to or of more than 10 years will be preferred) in dealing with conservation of cultural heritage namely addressing aspects as the biodeterioration of materials, including products and methods for cultural heritage conservation.

Specific professional experience

Specific proven experience in projects related to conservation of stone monuments is requested; knowledge and previous experience of conservation projects carried out in tropical areas and/or South East Asian countries is preferred.

Field presence requirements: The Key Expert 2 presence in the field is estimated in at least 5 weeks. The presence shall be effectively divided into at least 2 phases: 1- at the starting of the Service (first months of the Contract) to carry out the sampling & monitoring of the monuments and for the needed training courses; 2- in the intermediate phase (which may fall around the 9th month of the Contract) for completing the surveys and for carrying out further training and knowledge sharing experiences.

Key expert 3: Stone Restorer

Qualifications and skills:

Master's degree in Restoration of Cultural Heritage from highly qualified academic institutions such as the High School of the Central Institute for Restoration in Rome, the Opificio Pietre Dure or equivalent; professional experience in stone restoration; capacity to meet deadline working in hard environment, good communication and teaching skills (training on the job format is desirable good command of English language (Spoken and Written) is requested; cultural sensitivity.

General professional experience

For the present Service's assignment, it is requested a minimum of 10 years' experience in stone conservation and restoration projects/activities, although an experience equivalent to or of more than 15 years will be preferred.

Specific professional experience

The requested ability involves the capacity to analyse, elaborate and perform restoration activity. Previous demonstrated professional experience in conservation treatments to sandstone monuments/objects; previous knowledge or experience of carrying out restoration activities in tropical countries and/or South East Asian countries are requested. Extensive knowledge in History and

Technics of Restoration are requested. Previous experience in using traditional materials or techniques for restoration will be considered an asset.

Field presence requirements: The presence of this Key Expert in the field is not negligible and averagely estimated in 6 months. It is foreseen a duration of 8 weeks for each of the 3 phases: 1- at the beginning of the contract, when the restauration activity shall be organized and for the training course on stone restauration; 2- in the intermediate phase to proceed and develop the restoration work (around the 9th month), 3- in the pre-final phase (around the 13-15th months).

Key expert 4: GIS mapping and Remote Sensing Expert

Qualifications and skills

University Master's degree in Environmental Science/Agronomy/Geology/Geography/ Environmental Biology/Architecture/ Environmental Engineering or equivalent provided with adequate GIS mapping and Remote Sensing expertise. Capacity to carry out mapping and managing/utilize professionally the collected data, good communication and teaching skills; good command of English language (Spoken and Written) is requested; cultural sensitivity.

General professional experience

For the present Service's assignment, it is requested a minimum of 8 years' experience (although an experience equivalent to or of more than 10 years will be preferred) in Geographic information systems and using remote sensing techniques including LIDAR. Experiences in vegetation/agriculture/land use analysis to describe natural and rural features of the cultural landscapes of the site are also required.

Specific professional experience

Previous demonstrated experience in using remote sensing techniques and/or carrying out landscape analysis trough GIS, LIDAR and similar techniques, preferably applied to cultural heritage is requested. Previous knowledge or experience of carrying out restoration activities in tropical countries and/or South East Asian countries is preferred.

Field presence requirements: The presence of this Key Expert in the field is requested and estimated for at least of 5 weeks. The presence should be foreseen in 2 phases: 1- at the beginning of the Service for the training courses and the surveys; 2- in the intermediate phase (around the 9th month) for carrying out further training and knowledge sharing experiences.

Key expert 5: Museology and Management of Cultural heritage Expert

Qualifications and skills

University Master's degree in Cultural Heritage having a specialization in disciplines relevant to Museology and Management of Cultural Heritage or equivalent master's degree with proven experience in valorisation of cultural heritage/conservation/museology/management of cultural heritage/museum/art history; good communication and teaching skills; good command of English language (Spoken and Written) is requested; cultural sensitivity.

General professional experience

For the present Service's assignment, it is requested a minimum of 8 years' expertise in teaching and research in the field of Museology/Valorisation of Cultural Heritage, although an experience equivalent to or more than 10 years will be preferred.

Specific professional experience

Previous demonstrated experience in museum valorisation/enhancement and/or management of cultural heritage/museum are needed. The desirable candidate has the capacity to analyse the artistic and historical features of cultural heritage and to contribute to the elaboration of plans for museum valorisation, restoration/conservation plans for movable cultural heritage; previous experience in tropical countries and/or developing countries is preferred.

Field presence requirements: for this Key Expert is estimated a presence in the field of at least of 5 weeks, divided in two phases: 1- at the beginning of the Service for the training courses and for the existing museum assessment and evaluation; 2- in the intermediate phase (around the 9th month) carrying out further training and knowledge sharing experiences and/or additional activities.

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

While contracted professional staff shall be from the Service Provider's full-time staff, it is recognized that some specialists may not be available on a full-time basis, and it may be necessary for the Service Provider to employ certain specialists on a short-term basis, with the Contracting Authority's prior approval. All experts must be independent and free from conflicts of interest in the responsibilities accorded to them.

As part of the Technical Offer, Bidders will have to provide a summary table where they will detail the proposed personnel to be involved in the project (key experts, other experts and support staff) and the relevant number of inputs days of each member of the personnel per each TA.

The Bidder shall submit a detailed CV for each one of the Key Experts. The CVs shall clearly qualify the relevant professional experience detailing the tasks and responsibilities, length of the assignments and shall provide tangible evidence of the aspects of the expertise, academic and working background that are matching with the required profiles. etc.). Key Experts List and CV Template are included in Annex E – Technical Offer Form.

6.1.2. Other experts, support staff & backstopping

CVs for other experts should not be submitted in the bid, but the Bidders will have to demonstrate in their offer that they have access to experts with the required profiles according to the work program indicated and consistent with the Organization and Methodology Document contents. The Bidder will have to provide basic information on the other experts and support staff experience including sector and level of expertise and proposed time allocated to the project. The selection procedures used by the Service Provider to select these other experts shall be transparent, and shall be based on pre-defined criteria, including professional qualifications, language skills and work experience.

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

According to the present Project, it is foreseen that additional expertise may be helpful for the execution of this Service: the expertise may comprehend, among others, scientific and technical related subjects such as Physics (dealing with environmental monitoring and diagnostic analysis) or Architecture and Engineering or human sciences, such as Archaeology, Economics, etc.

6.2. Office accommodation

Office accommodation for each expert working on the Contract is to be provided by the Service Provider.

The Service Provide is requested, for this Contract, to identify premises that fit for the purpose of the assignments or agree with the DOA on the temporary use of some space within Mrauk U DOA available premises. The Office premises shall be equipped with telephones, e-mail communications and other requirements necessary for providing the Services in an adequate and professional manner. The Service Provider shall furnish and equip the offices and shall provide all consumables and stationery. The Service Provider shall provide all transportation vehicles, surveying equipment, and other tools needed to carry out the required duties indicated in the TOR.

For the execution of the Theoretical Training Courses in Mrauk U, DOA agreed in making available two rooms within their premises. The rooms are equipped with tables and chairs. Only one of the

rooms is provided with a projector. No internet connection (no wi-fi) is presently available in the building.

6.3. Facilities to be provided by the Service Provider

The Service Provider shall ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial, logistic support and/or interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

During the training activities to ensure the effective implementation of on-the-job experiences, the Service Provider shall provide the experts with suitable portable tools, equipment and technical instruments adequate to be carried on site. The foreseen equipment/tools may range from portable laboratory instruments (e.g.: PhMeter, RHMeter, data-logger, etc.), restoration tools, diagnostic devices or basic instruments to collect samples of biological growth, to hardware and software for remote sensing and mapping etc.

6.4. Equipment

No equipment is to be purchased on behalf of the Contracting Authority/DOA as part of this Service Contract or transferred to the Contracting Authority/DOA at the end of this Contract. Any equipment related to this Contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure and shall not be related, unless otherwise provided, to the Project “Support to the Social and Economic Development of Rakhine State through the Safeguard, Management and Valorisation of the Mrauk-U site” (AID 11292.02.4).

However, as explained in Chapter 4.2 and namely in TA1, the Service Provider will need to identify and supply the tools and materials needed to carry out the Pilot Conservation Projects ensuring that a proper transmission of best practices and materials utilizations will facilitate the improvement of the capacities and skills of the DOA relevant professionals. The utilization of locally available materials and tools shall be considered preferable wherever possible. This will improve the technical sustainability of the Projects and help the ordinary maintenance procedures from the DOA.

7. REPORTS

7.1. Reporting requirements

The Service Provider will submit the following reports in English Language in one original and one copy:

- **Inception Report** of maximum 12 pages to be produced within two weeks from the start of implementation. In the report the Service Provider shall describe the initial findings, the method statement for the diagnostic investigations and for the restoration/conservation the activities requested for the Contract, the progress in collecting data, any difficulties encountered or expected in addition to the work programme and staff travel. The Service Provider should proceed with his/her work unless the Contracting Authority sends comments on the inception report.
- **First Interim Report** to be submitted within 3 months from the Contract Entry into Force presenting the progress of works, constraints encountered, and solutions identified and training courses contents/evaluation and submitting the first reporting and requested documents for the activities referring to TA1, TA2, and TA4;
- **Second Interim Report** to be submitted within 6 months from the Contract Entry into Force presenting the progress of works, constraints encountered, and solutions identified and training

courses contents/evaluation and submitting the first reporting and requested documents for the activities referring to TA2, TA3, TA5;

- **Third Interim Report** to be submitted within 9-10 months from the Contract Entry into Force presenting the progress of works, constraints encountered, and solutions identified and training courses contents/evaluation and submitting the first reporting and requested documents for the activities referring to TA1, TA2, TA3, TA5.
- **Draft Final Report** of maximum 30 pages (main text, excluding annexes) in the format that will be provided by the Contracting Authority. This report shall be submitted no later than one month before the end of the period of implementation of tasks (14th month). The report shall present the full documentation of all the activities, recommendations, guidelines and thematic action plans carried out during the Service Contract and include also the evaluation of training courses by the DOA and the restoration/conservation reports of the 3 pilot projects.
- **Final Report** with the same specifications as the draft final report, incorporating any comments received from the parties on the draft report. The deadline for sending the final report is 20 days after receipt of comments on the draft final report. The detailed analyses underpinning the recommendations will be presented in annexes to the main report. The final report must be provided along with the corresponding invoice.

7.2. Submission and approval of reports

The report referred to above must be submitted to the Contracting Authority which is responsible for approving the reports. The DOA will be involved in the comments and the approval of the reports. In the absence of comments or approval by the DOA within set deadline (generally indicated in 15 days), the reports are deemed to be approved.

8. MONITORING AND EVALUATION

8.1. Definition of indicators

The indicators that will be considered for the present Service are directly related to the strengthening and the improvement of the DOA capacities and can be summarized as follows:

1. Percentage of DOA managers and staff who are satisfied with their duties and new skills
2. List of trained DOA personnel on the use of GIS/GPS or remote sensing with improved knowledge and awareness, according to the final assessment;
3. List of DOA personnel with improved knowledge in mapping, diagnostic analysis, conservation solutions, museum management and valorisation, according to final assessment;
4. Percentage of trained staff satisfied with the training;
5. Percentage of DOA personnel understanding major conservation issues and being capable to adequately address them, using suitable solution and methodologies.

8.2. Special requirements

Not applicable.