

Terms of references

RVASE – Urban governance and Smart Cities

Technical assistance: senior advisory mission for the creation of the Phnom Penh Smart City Hub

Consultancy duration: 12 months

Expected profile: consultant with a minimum of 15 years' experience in Cambodia and South-East Asia in the fields of Smart Cities and Urban development.

Date : March 15th 2024

RVASE

AIMF NETWORK IN SOUTHEAST ASIA

Hosted by the Municipality of Phnom Penh

The AIMF in South-East Asia

The AIMF is the international network of French-speaking local authorities. Its members nurture the vision of a city that promotes sustainable and inclusive growth, and puts people at the center of urban projects. Together, network members are developing new forms of cooperation that combine joint reflection at the highest level with action on the ground, giving priority to innovation and local expertise. Bringing together over 300 cities, local authorities and local government associations in 55 countries, the AIMF's mission is to amplify the voices and advocate in favor of increased collaboration with local authorities from the various decision-making bodies, and to implement concrete projects in the field of urban development.

At a time when governments are choosing to strengthen their regional integration in order to prevent conflict, reinforce stability, preserve the environment and promote socio-economic development, dialogue between local authorities of a same region helps to boost connections and unite populations and their governments around shared challenges and interests. The AIMF and the European Union have been working with this shared vision since 2015 to foster dialogue between local authorities; this strategic partnership was renewed in 2021 to ensure that this cooperation becomes a real lever for action for cities and local authorities.

The AIMF regional network in South-East Asia currently work with about major cities fifteen cities and provinces in Cambodia, Laos and Vietnam, including the three capital cities, which have been AIMF members since the 1990's. The regional work dynamic has been growing strong since 2013, especially in the form of exchange of experiences at local government level. In this context, the AIMF Regional Network in Southeast Asia (RVASE) was launched in December 2019. It is since supported through the framework of the strategic partnership between the AIMF and the European Union in favor of dialogue between local authorities, established in 2015 and renewed in 2021 for an additional seven years.

The Smart City in Phnom Penh

Southeast Asia has embraced the concept of "Smart city" under the leadership of ASEAN, and more specifically under the aegis of the "ASEAN Smart Cities Network" launched in 2017 under the leadership of Singapore. Since 2020, the Cambodian government has developed a series of strategic documents and roadmaps supporting the development of the skills and the infrastructure essential to the implementation of the Smart City in Cambodia, including the topics of digital governance (Digital Government Policy 2022-2035) and the role of technology in the country's socio-economic development (Digital Economy and Social policy framework of Cambodia 2021-2035).

Phnom Penh is a capital city at a pivotal point in its urban development: with a population that has been growing steadily for the past 25 years, and which is predominantly young, economic growth has been recovering rapidly since the end of the pandemic. Its territory is undergoing rapid transformation, and this is a crucial time to develop "smart" solutions, whether high- or low-tech. These factors, among others, explain the exponential growth in the number of start-ups in the country's capital over the past 10 years, as illustrated by the SGA2 study on the entrepreneurial environment in Cambodia (Confluences, 2021). Innovation, the driving force behind the start-up economy, largely supports the emergence of Smart City solutions: it's not simply a question of applying technologies that have been tried and tested in other cities, but more importantly enabling local players to develop tailor-made solutions to Phnom Penh's urban challenges.

With the support of the AIMF regional network, the Municipality of Phnom Penh has fully engaged in the process of localizing and operationalizing the concept of the Smart City through the elaboration of the Smart City roadmap, supported by the AIMF/EU strategic partnership (SGA2) and adopted in 2021. For Phnom Penh Capital Administration, the Smart City translates as an enabler to "[...] economic growth as well as an improvement in people's quality of life, through the exploitation of technologies, particularly technologies that enable sustainable and intelligent results". People, territories and the local economy - and its regional and international integration - are the central components of Phnom Penh's Smart City project.

The Municipality of Phnom Penh is now seeking how to implement efficiently this ambitious roadmap, which suggests to look towards innovation to address urban challenges identified in the Phnom Penh Sustainable City Plan (2018-2030) and the Phnom Penh Smart & Sustainable City strategic roadmap (2022-2035).

To this end, the city has identified the need to design and bring to life **a platform for sharing information and bringing together urban and innovation players** from both the public and private sectors, and has asked AIMF to support it in creating the **Phnom Penh Smart City Hub**.

The Phnom Penh Smart City Hub

The main goal of the project is to implement Phnom Penh's Smart City roadmap and deliver on its vision of "Phnom Penh, a smart capital that uses information and technology to meet the needs of businesses and communities more sustainably". By doing so, it will contribute to the achievement of SDG 11 "Sustainable Cities and Communities" and SDG 17 "Partnerships for Global Goals".

The specific goals of the project are the following:

- Create the Phnom Penh Smart City Hub, a platform embodied in a venue visible and accessible to all, which facilitates the dissemination of ideas, the creation of partnerships, the coordination of efforts and project development, in the pursuit of innovative and inclusive urban development in Phnom Penh.
- Activate citizen involvement: bring together citizens, private and public companies, public and private institutions and universities, citizen-led organizations and initiatives to increase understanding, knowledge and create new opportunities for all.
- Disseminate and capitalize this unique experience in Cambodia, on a national and regional level, as well as within the Francophonie community.

The Phnom Penh Smart City Hub has been included in the EU/AIMF strategic partnership (SGA3) for a total budget of 343 000 €, from which 20% is co-financed by PPCA. 40% of the budget will be dedicated to creation of the Smart City Hub offices.

Terms of reference for technical assistance in launching the Phnom Penh Smart City Hub

The **goals of the consultancy** are to support Phnom Penh Capital Administration (PPCA) in (1) strategic decision making in regards to the creation of the Hub; (2) strategically support the operationalization of the Smart City Hub. This will be achieved in dialogue with the AIMF regional coordinator.

In order to achieve the above-mentioned goals, the consultant is expected to:

- Support PPCA in identifying the most relevant short term and middle-to-long term mission and goals and the operational framework (work team composition, job description for each team member, etc.) for the Smart City Hub.
- Support PPCA in identifying and designing at least one Smart project and funding for its implementation, in order to move the Smart City Hub into phase 2.
- Support PPCA to ensure the design of the Smart City Hub building is relevant, well adapted to the functions of the Hub and cost-effective.

This will be achieved through regular in-person or online meetings with PPCA and Smart City Hub project team and relevant partners.

Deliverables:

1. Monthly reports on tasks and activities undertaken, traits and opportunities, contacts undertaken.
2. A framework document with analysis and proposals for a short term and middle-to-long term missions and goals of the Hub, validated by PPCH
3. One Smart project identified as a priority for operationalization, validated by PPCH

The format of these deliverables is subject to modifications, based on the work calendar proposed by applicants.

Ideal profile:

Individual or corporate consultant able to demonstrate the following:

- At least 15 years professional experience in the fields of urban development, urban planning, local public administration, digital technologies for cities or any other relevant field.
- A minimum of 15 years' experience in Cambodia and South-East Asia in the fields of Smart Cities and Urban development.
- Experience working with both subnational and national administration is highly appreciated.
- French and English speaking
- Cambodian nationals are highly encouraged to apply.

Offer description:

Please submit an offer consisting of the following:

- A technical proposal, which includes your understanding of the context and project, your approach (work methodology) and relevant past professional experiences (max. 8 pages)
- A provisional work calendar

- A detailed financial offer (max. 15.000 USD).

Location:

The consultant must be based in Cambodia and in capacity to conduct both in-person meetings in Phnom Penh and online meetings.

Working languages:

At least two of the following languages are fully mastered by the consultant: French, English and Khmer.

Deliverables will be submitted in **both** Khmer and English. Eventual translation costs must be integrated into the financial offer.

Duration of assignment:

Duration of consultancy: 12 months, from April 2024 to March 2025.

Contractual terms:

The consultancy contract is contracted under French law with AIMF headquarters, located in Paris, France. Payments will be made by bank transfer from France.

Contacts and submission of offers:

Please **address your offer to Excellency KHUONG Sreng, Governor of Phnom Penh**, before April 15th 2024 (following people are the technical contacts) :

- Ms Pheapothroth PHENG, Smart City Hub coordinator, PPCA: pothrothppch@gmail.com
- Ms Emilie TRAUB, AIMF regional coordinator: Emilie.ppch.aimf@gmail.com
- Ms Arianna ARDESI, Advisor, AIMF Permanent Secretariat: a.ardesi@aimf.asso.fr