**Terms of Reference**

**(ToR)**

**Development of the methodology for monitoring of the Parliament's legislative and oversight role**

1. **Introduction**

An empowered civil society is a crucial component of any democratic system and should be recognised and treated as such by state institutions. The consultations remain sometimes a formality, without real openness towards the views of civil society representatives. Some ministries have improved dialogue with the civil society and the inclusiveness of the decision-making process, but there is a room to improve cooperation with the Parliament and the current legal and institutional framework needs to be further improved to strengthen the consultation and cooperation mechanisms between state institutions and the civil society in the context of the EU accession process. In this sense, Parliament is yet to demonstrate in practice its commitment to Montenegro's EU reform agenda and improve coordination with the government on legislative initiatives, as well as to increase Parliament's capacity to scrutinise proposed legislation for compliance with EU acquis. The last but not the least, efforts were undertaken to improve parliamentary oversight of all governance branches, but effective control remains at early stage.

Therefore, Center for Democracy and Human Rights (CEDEM) and Center for Democratic Transition (CDT) are implementing the project **“Inclusive Dialogue for the Progress of the Society”** with the overall objective to contributing to the EU integration process of Montenegro by fostering democratic reforms and good governance. This project strives to enhance multi-sectoral policy dialogue through effective inclusion of CSOs in decision-making process and inclusive dialogue between citizens, CSOs and the Parliament of Montenegro.

1. **Purpose and Coverage**

The purpose of this contract is to engage an expert or an agency to develop the methodology for monitoring of the Parliament's legislative and oversight role.  
The aim of methodology is to ensure and use different methods to implement qualitative and quantitative analysis of monitoring of the Parliament's legislative and oversight role. The methodology should include a clear research design with proposed indicators for activities, indicators for monitoring the oversight and legislative roles, along with sources of information.

To support Parliament and other stakeholders in developing policies, project partners will conduct monitoring, which is the primary purpose of the methodology development. Therefore, methodology need to be specifically designed to guide and facilitate the monitoring process.

1. **Methodology and Scope of work**

Under the supervision and in close cooperation with the project partners’ representatives, the expert or the agency will implement the following:

Development of methodology for monitoring of the Parliament’s legislative and oversight role, including situation analysis, goals and methodology design (research questions, indicators to be analysed, sources of information).

This methodology will serve for monitoring the work of the Parliament in the periods of 10/2023-1/2024, 3-8/2024 and 10/2024-1/2025.

The expert will be engaged for **a total of 90 days** to develop the methodology.

**4. Duration and time frames**

The methodology for monitoring of the Parliament’s legislative and oversight role shall be completed **by the end of September 2023.**

**5**. **Expert Competencies, Experience, and Skill Requirements:**

* Proficiency in creating clear and effective research designs.
* Ability to propose relevant indicators for activities to monitor oversight and legislative roles of parliament.
* In-depth understanding of parliamentary procedures and governance structures.
* Demonstrated a high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines

**6. Deadline and submission of expression of interest**

Center for Democratic Transition from Montenegro invites interested experts and agencies to submit the following documentation by June 15th 2023 at [**aleksandra@cdtmn.org**](mailto:aleksandra@cdtmn.org):

* Curriculum vitae, or company description with CV of the expert who will be in charge of developing of the methodology
* Itemized financial proposal (up to 3000 EUR gross)

**Disclaimer:** This call is not limited to Montenegro only, and experts and agencies from other countries are also invited to submit their offers.

This application is open to experts and agencies who are specialized in developing and designing research methodologies and have experience in monitoring the work of parliaments. The selected contractor will be responsible for designing and executing all the activities described in this TOR in collaboration with Center for Democratic Transition.

The short-listed bidding expert or agency may be asked for a formal presentation before the final selection.

Please note that the Center for Democratic Transition from Montenegro will share the draft methodology with the Center for Democracy and Human Righths e for approval. The expert needs to be available for making changes for the methodology to be conducted as per project and needs.