



**Jameel C40 Urban Planning Climate Labs**

REQUEST FOR PROPOSAL (RfP)

Developing a Neighbourhood plan for Greater Amman Municipality,  
Jordan

C40 Cities Climate Leadership Group, Inc.  
120 Park Avenue, 23<sup>rd</sup> Floor  
New York, NY 10017  
United States of America

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## 1. C40 Cities Climate Leadership Group Inc. (“C40”)

C40 is a network of nearly 100 mayors of the world's leading cities, who are working to deliver the urgent action needed right now to confront the climate crisis, and create a future where everyone, everywhere can thrive. Mayors of C40 cities are committed to using a science-based and people-focused approach to help the world limit global heating to 1.5°C and build healthy, equitable and resilient communities. Through a Global Green New Deal, mayors are working alongside a broad coalition of representatives from labour, business, the youth climate movement and civil society to go further and faster than ever before.

The strategic direction of the organisation is determined by an elected Steering Committee of C40 mayors which is co-chaired by Mayor Sadiq Khan of London, United Kingdom, and Mayor Yvonne Aki-Sawyerr of Freetown, Sierra Leone. Three term Mayor of New York City Michael R. Bloomberg serves as President of the C40 Board of Directors, which is responsible for operational oversight. A nine-person management team, led by Executive Director, Mark Watts, leads the day-to-day management of C40. C40's three core strategic funders are Bloomberg Philanthropies, the Children's Investment Fund Foundation (CIFF) and Realdania.

To learn more about the work of C40 and our cities, please visit our [Website](#), or follow us on [Twitter](#), [Instagram](#), [Facebook](#) and [LinkedIn](#).

## 2. Summary, Purpose and Background of the Project

Community Jameel advances science and learning for communities to thrive. An independent, global organisation, Community Jameel was launched in 2003 to continue the tradition of philanthropy and community service established by the Jameel family of Saudi Arabia in 1945. Community Jameel supports scientists, humanitarians, technologists and creatives to understand and address pressing human challenges in areas such as climate change, health and education.

The work enabled and supported by Community Jameel has led to significant breakthroughs and achievements, including the [MIT Jameel Clinic](#)'s discovery of the new antibiotics Halicin and Abaucin, critical modelling of the spread of COVID-19 conducted by the [Jameel Institute](#) at Imperial College London, and a Nobel Prize-winning experimental approach to alleviating global poverty developed by the co-founders of the [Abdul Latif Jameel Poverty Action Lab](#) at MIT. [communityjameel.org](https://communityjameel.org)

C40 and Community Jameel have established the [Jameel C40 Urban Planning Climate Labs](#), a new program to support cities to mainstream climate action into their master plans, land use planning policies, and regulations.



The Lab aims to empower cities to mainstream climate action planning through urban planning. The Jameel C4O Urban Planning Climate Labs will be focused on integrating climate action in urban planning in Chennai, India, and Amman, Jordan to pilot the program. The experience and lessons learned from the pilots will be used to develop knowledge products that will be shared with other cities in the Region and globally. Therefore, the program will influence the global narrative on integrating Climate Action Planning with Urban Planning. This RFP will be delivered under the Jameel C4O Urban Planning Climate Labs in Amman.

## 2.1 Amman's Climate Action Plan and mainstreaming into urban planning framework

C4O Cities and other partners have supported the city of Amman in developing a data-driven *Climate Action Plan (CAP)* using a *Greenhouse Gas Emissions Inventory* and *Climate Risks Assessment Guidance* provided by C4O. This is further developed into emission reduction scenarios and adaptation goals, aligned to the mitigation and adaptation vision for the city. Amman's CAP is currently being finalized and is expected to be published soon. This work has brought the need to institutionalize the Climate Action Plan (CAP) to lock in the actions and recommendations of these plans. Urban planning has been identified as a vital tool for achieving this goal. Integrating the baselining data and actions emerging from CAP and other climate action strategies with urban planning regulations is critical in ensuring concrete implementation and mainstreaming climate actions.

As part of these efforts the City of Amman has prepared a draft Urban Planning Regulation which is an important and transformative milestone towards updating the regulatory frameworks governing urban planning. This regulation stems from and interprets the recently introduced 'Amman Law of 2021' and builds upon it. To further this work into the planning process, neighborhood planning in Amman is key to aligning the city's growth with Jordan's New Urban Agenda, as well as the Jordan National Urban Policy (JNUP) 2024 and the Amman City Climate Action Plan (ACAP) 2024. The JNUP emphasizes community-level planning and aims to create an effective environment for sustainable urban development through funding, tools, and regulatory frameworks. Meanwhile, the ACAP identifies urban planning as a strategy to reduce emissions and enhance resilience. By prioritizing inclusive, community-driven planning, Amman can preserve its cultural heritage, improve infrastructure, and foster a sustainable, climate-resilient future.

The legal reference had always been the Law on Regulating Cities, Villages, and Buildings of 1966 (and the Land Division Law of 1968), which continued to be in effect despite its rigidity and lack of updates. It was introduced during a time when planning was highly centralized and focused on the physical form of cities, road networks, and infrastructure as the starting point. Due to its limited scope, it lacks flexibility in dealing with emerging issues, resulting in strict planning policies and ineffective, complex, and delayed planning decisions. Implementing these policies poses challenges and is associated with long time frames. The formulation of modern planning legislation requires an integrated vision and a



deep understanding of planning concepts, mechanisms, and tools that belong in the 21st century. These in turn aim to build complete communities based on progressive values such as sustainability, inclusivity, social justice, participatory planning and decision-making, resilience, smart growth, effective density, environmental protection, heritage preservation, health, quality of life, economy and prosperity, evidence-based and data-driven planning, high-quality public transit, among others. Moreover, we are currently facing global challenges such as climate change, water and food security, rapid technological advancements, and opportunities such as the growing role of the private sector as a partner in development and urban building.

## 2.2 Purpose of the RfP

The Jameel C40 Urban Planning Climate Labs in Amman is seeking a consultant to support the Greater Amman Municipality to Develop a Neighbourhood plan for Amman Southern Gate, Madaba Bridge Intersection for a neighbourhood roughly upto 5 sq.km in area.. This plan will be inspired by Jordan National Urban Policy, Amman Plan, Amman City Climate Action plan & globally recognised guidelines for neighbourhood planning, such as [C40s Green and Thriving Neighbourhood Programme](#). The Consultancy shall be for 8 Months. The consultant is expected to lead Labs' engagement with the city under the programme on integrating climate action and urban planning working closely with the City, C40's South and West Asia Regional, and Urban Planning and Design teams.

The consultant will work directly with the city administration and support the C40 Teams (Regional and Global) and in particular, the Jameel C40 Urban Planning Labs Senior Manager to engage the city and key stakeholders.

The consultancy assignment is structured into three key tasks, each with defined sub-tasks:

### Task 1 – Site Survey and Existing Site Assessment

#### Sub-Tasks:

1. **Data Collection**
  - Collect data on terrain, built environment, vegetation, and infrastructure including requisite maps, existing proposed master plans/development plans
  - Socio-Economic characteristics of subregion and site.
2. **Existing Development Assessment**
  - Identify current land use and urban form.
  - Identify vacant lands available with government
  - Map building footprints, densities, and functional zoning.
3. **Existing & Infrastructure Assessment & carrying capacity (Wet & Dry Utilities)**
  - Evaluate water supply, drainage, sewage, and solid waste systems.



- Assess energy distribution, ICT networks, transportation, Safety & Security infrastructure.
- Assess the hydrology of the site
- Based on the above assess the carrying capacity and therein the gaps in infrastructure
- 4. **Existing and Proposed Development Interventions**
  - Integrate current development plans with proposed interventions.
  - Identify conflicts and opportunities for coordinated urban development.
- 5. **Climate & Environmental Sensitivities**
  - Assess the impact of floods, heat Island, bad air quality and other context specific climatic risks on the site
  - Analyse bio diversity of the site
- 6. **Base Map Preparation (GIS-Based)**
  - Develop GIS-based maps for land use, infrastructure, and environmental assets.
- 7. **Identification of and Consultation with Various Stakeholders**
  - Engage government agencies, local businesses, and residents (including vulnerable communities).
  - Organize focus group discussions, public consultations & participatory visioning exercise with all key stakeholders (especially vulnerable communities).
- 8. **SWOC Analysis (Strengths, Weaknesses, Opportunities, Challenges)**
  - Identify key strengths and constraints influencing future development.
- 9. **Future Demand Analysis**
  - Assess regional and location strengths influencing development potential.
  - Identify key parameters affecting neighborhood attractiveness.
  - Conduct **30-year projections** for demographic, economic, and infrastructure needs.
  - Develop a **GIS-based base map** incorporating future growth scenarios.

*Please note that all the above stated assessments can be completed based on existing literature and secondary sources of data. Furthermore, C4O Cities will also share all available data pertaining to the site prior to the start of the exercise.*

#### **Output -**

- Baseline report consisting findings from activities listed in subtasks
- Data collected for analysis in an appropriate and easy to understand format/folders

### **Task 2 – Developing a concept neighbourhood plan, and Infrastructure Plan**

#### **Sub-Tasks:**

1. **Establishing the Vision**



- Define strategic objectives aimed at climate resilience, sustainability, inclusivity & economic development
- Ensure alignment with national and city climate goals.
- 2. **Benchmarking and case studies**
  - Conduct research on case studies of similar projects and highlight learnings relevant to this project. The bench marking effort needs to be defined in co-ordination with the government stakeholders.
- 3. **Preparation of the Concept Plan**
  - Develop a **land use plan** and incorporate all necessary solutions as required based on the outputs of task 1 .
  - Define **zoning regulations**.
- 4. **Development of Concept Integrated Future-Ready Infrastructure Plan**
  - Create a **transportation and mobility strategy**, integrating Non-Motorized Transport (NMT) and public transit.
  - Design a **green-blue infrastructure network**, adopting context specific solutions (for e.g., including urban forests, rainwater harvesting, and sustainable drainage.)
  - Outline **renewable energy integration and energy-efficient urban systems**
  - Develop a **public realm strategy** with parks, green corridors, and climate-adaptive vegetation.
- 5. **Stakeholder Interactive Workshop**
  - Conduct a **participatory planning workshop** with key stakeholders, including government agencies, residents, businesses, and NGOs.
  - Gather insights and feedback on the **Concept Neighbourhood Plan and Infrastructure Plan**.
  - Ensure **inclusive decision-making**, considering climate resilience, equity, and urban sustainability perspectives.
  - Document recommendations and refine the concept plan based on stakeholder inputs.

#### Output -

- Stakeholder interactive workshops
- Concept neighbourhood & infrastructure plan (inclusive of comments from stakeholder interactive workshop)

#### Task 3 – Detailed Neighbourhood Plan and Identification of Projects

This task builds on the concept plan by detailing infrastructure, public spaces, and regulatory guidelines for implementation.

#### Sub-Tasks:

1. **Preparation of a Detailed neighbourhood Plan**
  - Finalize land use and transportation networks.
  - Define detailed **zoning regulations**
  - Define detailed **urban design guideline**
    - i. Integrate greenways, bike lanes, pedestrian zones, and public spaces.



- ii. Define **street design standards** ensuring accessibility and climate adaptation
2. **Finalise the Concept Integrated Future-Ready Infrastructure Plan**
3. **Finalise the Concept Design for Public Realm & Landscape**
4. **Identification and Listing of Development and Trunk Projects**
  - o Identify catalytic projects to accelerate sustainable development, including estimated cost.
  - o Prioritize infrastructure investments based on climate vulnerability and economic feasibility.
5. **Develop Standard Operating Procedures to replicate the Low Carbon and Climate Resilient Neighborhood Planning process.**

**Output -**

- Detailed Neighbourhood plan
- Urban Design Guidelines
- Concept future ready Infrastructure plan
- Concept public realm design strategy
- List of Development and trunk projects & financial estimate
- Standard Operating Procedures for developing Low Carbon and Climate Resilient Neighborhood Planning

Please note that all tasks, subtasks, and outputs must be developed in coordination with C4O Cities and the Greater Amman Municipality. Therefore, the consultant is also expected to organize and convene stakeholder meetings with both entities as required. Lastly, while the RfP currently mentions certain types of infrastructure solutions, the consultant is expected to adopt only those solutions that are appropriate to the context.

### 3. Proposal Guidelines

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until *5pm AST, May 2nd, 2025*. Any proposals received after this date and time will not be accepted. All proposals should include clear timetables, how you will work with C4O, clear costs and detail on experience in this area.

The proposal should give C4O evaluators all the information they need to assess your bid. Please clearly indicate where applicable:

- **Organisation profile & Key staff**
  - o Relevant information about the service provider and contact details
  - o Details of the organization and proposed project team - please include relevant experience and expertise and limit CVs to two pages per person; clearly indicate the project lead, the role of each team member.





- **Workplan:**
  - Project timeline, indicating the different stages, milestones. and contact with C4O – adequate review periods should be included
- **Project design & approach -**
  - Describe how the proposal and services will meet the project objectives, in reference and alignment with the project scope and deliverables and improvements to the project scope (if applicable)
  - Work approach and coordination with C4O, specifying required input and resources
- **Budget**
  - The proposed fee includes all professional fees, logistics, stakeholder consultation (survey/interview) costs, venue, publishing costs, design costs, translation costs, overheads and any misc costs involved. Clear cost break-down structure and explanation of expenses - please see Section 7 “Project budget” for more details.
- **Risks and assumptions made in planning this work -**
  - Describe risks identified and articulate appropriate alternatives and mitigation strategies
  - Describe assumptions made
- The firm/consortium will require an onground team/office in Jordan, and should have a technical team with the required expertise to execute the work. The project lead may be based outside of Jordan.
- The proposal should include contact details for at least two recent references.
- Confirmation of adherence to C4O's terms and conditions.
- Any additional deliverables and/ or information relevant to this tender.

## **Supplier Diversity**

C4O is committed to supplier diversity and inclusive procurement through promoting equity, diversity and inclusivity in our supplier base. We believe that by procuring a diverse range of suppliers, we get a wider range of experiences and thoughts from suppliers and thus are best able to deliver to the whole range of our diverse cities and the contexts that they operate within.

We strongly encourage suppliers (individuals and corporations) that are diverse in terms of size, age, nationality, gender identity, sexual orientation, majority owned and controlled by a minority group, physical or mental ability, ethnicity and perspective to put forward a proposal to work with us.

Feel welcome to refer to [C4O's Equity, Diversity and Inclusion Statement](#) as supplier diversity and inclusive procurement is one element of applying equity, diversity and inclusion to help the world limit global heating to 1.5°C and build healthy, equitable and resilient communities.





## **Contract**

Please note this is a contract for professional services and not a grant opportunity. Organisations unable to accept contracts for professional services should not submit bids. The work will be completed on the [C4O Standard Services Contract](#).

These terms and conditions are accepted as drafted by the majority of our suppliers and we reserve the right to penalise your bid on the basis of non-acceptance of terms. If you do wish to include any requested amendments with your proposal, please do not mark up the document in tracked changes but provide [a separate negotiation document](#) for review setting out clearly your rationale for the change.

If C4O are unable to execute a contract with the winner of this competitive process, we reserve the right to award the contract to the second highest Potential Supplier

## **Subcontracting**

If the organisation submitting a proposal needs to subcontract any work to meet the requirements of the proposal, this must be clearly stated. All costs included in proposals must be all-inclusive of any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organisations being contracted.

## **4. RfP and Project Timeline**

### **RfP Timeline:**

<b>RFP Timeline</b>	<b>Due Date</b>
Request for Proposals sent out	<i>April 7th, 2025</i>
Questions submitted to C4O	<i>April 21st, 2025</i>
C4O responds to questions	<i>April 24th, 2025</i>
Deadline for receiving Offers	<i>May 2nd, 2025</i>
Evaluation of Proposal	<i>May 5th - May 8th 2025</i>
Selection decision made	<i>May 9th, 2025</i>
All Potential Suppliers notified of outcome	<i>May 12th, 2025</i>



#### Project Delivery Time line:

Project Timeline	Due Date
Kick off Meeting	May 19th, 2025
Work plan	May 30th, 2025
Project implementation phase (Task1, Task2 & Task 3) is expected to be completed by	December 1st, 2025
The project is due to run until	December 15, 2025

## 5. Proposal Evaluation Criteria

#### Proposals will be evaluated against the following criteria

Evaluation Criteria	Weightage
Project Design, Approach & Work plan ( including additions to SoW)	30%
Expertise of team, past work and references	30%
Diversity and Inclusion commitment	20%
Cost Reasonableness	20%

## 6. Project Budget

The proposal should indicate a cost break-down structure, outlining the costs for each component of the analysis (based on the break-down of deliverables in Section 3). All costs included in the proposal must be all-inclusive, including any VAT, copyright or bank fees, transportation, venue charges, translation etc. Costs should be stated as one-time or non-recurring costs or monthly recurring costs. C4O does not pay contractors more frequently than once per month.

A budget of **USD 70,000/-** is available including all taxes and other 'hidden' costs. Bids must not exceed this value.

All costs incurred in connection with the submission of this RfP are non-refundable by C4O.



## 7. C4O Policies

C4O expects third parties to be able to abide by these C4O policies

- Non-Staff Code of Conduct Policy [here](#)
- Equity , Diversity and Inclusion Policy [here](#)

## 8. Submissions

Each Potential Supplier must submit 1 copy of their proposal to the email address below by May 2nd 2025 at 5pm AST:

- **Prasanth Narayanan**, Senior Manager, Jameel C4O Urban Planning Climate Labs, [pkailas@c40.org](mailto:pkailas@c40.org)
- Karthik Gurunathan, Project Manager, Jameel C4O Urban Planning Climate Labs, [kgurunathan@c40.org](mailto:kgurunathan@c40.org)
- Emma Goddard , Senior Manager, [egoddard@c40.org](mailto:egoddard@c40.org)

Anonymised responses to questions will be provided here [link](#) when the Q&A period closes.

Based on the submissions received, C4O reserves the right to promote the establishment of consortium relationships or request potential suppliers refine their submission after receipt.

### Disclaimer

C4O will not accept any liability or be responsible for any costs incurred by Potential Suppliers in preparing a response for this RFP. Responses submitted will be accessible by all C4O staff and external evaluators (if any).

Neither the issue of the RFP, nor any of the information presented in it, should be regarded as a commitment or representation on the part of C4O (or any of its partners) to enter into a contractual arrangement. Nothing in this RFP should be interpreted as a commitment by C4O to award a contract to a Potential Supplier as a result of this procurement, nor to accept the lowest price or any tender.