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### Minutes of pre-bid meeting for EU4 Culture UNOPS Albania Project

Date	15 June 2021
Time	10:00
Venue	UNOPS Tirana office
Subject	Pre-bid meeting for the EOI/2021/21262/ For the qualification Exercise of Building Construction within a EU4CULTURE Project_Support for revitalization of cultural heritage sites and monuments affected by Earthquake in Albania
Participants	4 participants from UNOPS Albania and 15 participants from different legal entities

UNOPS Albania welcomed the participants and introduced the panel members from UNOPS

Agenda Item	Notes and Discussion Points	Action Points & Decisions
	<p><b>UNOPS Albania</b> welcomed the participants and introduced the evaluation team and how this pre-bid meeting would be organized, what are the short term goals to be achieved, what is expected from the market and what UNOPS is offering.</p> <p><b>UNOPS Albania</b> started with the presentation to provide the participants with the components of the projects that UNOPS would like to see in implementation. The whole program which is EU4Culture is aiming to rehabilitate the cultural heritage damaged during the earthquake of 2019. This is a golden opportunity for the cultural heritage in Albania as this is one of the largest interventions ever planned in the country therefore the interventions are not only going to pertain to the physical conservation interventions but we are also aiming to develop full intervention. That means that UNOPS is looking into the aspects of conservation, but also looking into the aspects of interpretation, digitalization, tourist promotion and similar. While working with physical conservation we are aiming to also promote the aspects of management of these assets.</p> <p><b>Comment from participant 1:</b> I am really interested in something you mentioned. This Eol is focused on construction enterprises, but you spent a lot of time explaining the digitalization part of this project. Everything related to this section is already procured? Are you expecting to publish the procurement process? The design is already made and you are procuring just the equipment or you are looking for support for the design of digitalization? So, if you can explain this a little bit more it will be really appreciated.</p> <p><b>UNOPS Albania:</b></p> <p><b>Encouraged participant 1 to submit the question via esourcing and that the answer will be also provided from esourcing.</b> UNOPS is planning the design of multimedia aspects as well as the technical specifications for the equipment that needs to be installed for these performances is going to be part of procurement, so the design will be ready for that. When it comes to digitalization of the objects, this is much larger UNOPS is investigating at the moment with the national directorate of inventories in Albania.</p> <p>UNOPS aims at a unified approach for all the digitalization that will take place in</p>	



museums in particular..

**UNOPS Albania:** Just to add that the procurement strategy slides are subject of this presentation a little bit later, where it will be explained how the tender calls will follow, like organization of the lots, who will be eligible to apply and all sorts of these details are coming a bit later at the end of the presentation.

UNOPS Albania continued with the presentation.

**Participant 1:** Just a clarification. Regarding the time of implementation mentioned 12 months.

**UNOPS Albania:** UNOPS confirmed that it is expected the works to be completed in 12 months.

UNOPS Albania continued with the presentation.

**UNOPS Albania:** Procurement procedures. This expression of interest is to raise the interest on the market globally for the interested parties to bid further in the tender processes that will follow these 6 sites already mentioned during presentation, but also for more that are in UNOPS planning to rehabilitate which makes it up to 10 sites.

UNOPS is in process of drafting the designs, which is large projects, so UNOPS is really interested to see a global response to this tender and to invite a wider scope of suppliers, regional or global ones.

UNOPS mentioned that in EoI all the sorts of the licenses are listed that are required in Albania and presented the link where companies can check how these licenses work based on the Albanian legislation DCM No.792. Date 7.10.2020.

UNOPS will have the tenders coming up even before the deadline of this EOI. All these sites will be grouped in the lots and there will be multiple lots and the company will be able to apply for one or multiple lots or all lots. But, there is one consideration to be taken, if UNOPS considers the company for awarding multiple lots it should envisage enough resources including the personnel and resources for all the lots that the company applied for.

UNOPS will consider the bid security for these projects, as well as the performance security. At the moment, for the shortlisting there are different requirements and all these requirements are set in the EOI. Also one consideration is that if the company already submitted some documents which will be required in the tender it can refer to the submission or just upload a copy of it.

Very important thing that will be required in the coming tenders from July on will be strong HSE policy, including the insurances. All the correspondence and clarifications will be duly answered in esourcing.

This evaluation methodology for EOI will be pass/fail. Whereas in coming tenders UNOPS is considering the weight system so companies' technical capacities will be assessed based on a scoring system to have a fair and transparent evaluation.

Just to remind that the deadline for submission is 22nd of July and that companies should be registered via UNGM, which allows participation and awareness of different tenders of UN agencies.

**UNOPS Albania:** The period of DNP which is 12 month which is important to



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know.

**Participant 3:** Thanked for presentation and clarifications requested regarding international companies participation

**UNOPS Albania:** The presentation will be uploaded in the esourcing and accessible to the public. Regarding the question if the international companies can participate in this EOI, the answer is yes. It is a possibility according to albanian law to create a joint-venture or construct a subsidiary company and this is also explicitly explained in the tender document with the consideration about the licenses. That's why it is important to consult which licenses are applicable to which site.

**Participant 4:** Regarding the archaeologist license, the Ministry of Culture has suspended and slowed down the renovation of licenses for archaeologists. Can we apply with the existing license of our expert?

**UNOPS Albania :** Participant 4 was asked to raise this question in esourcing for definite and competitive feedback after clarifications will be made to authorities.

UNOPS Albania concluded the meeting.