

## SECTION I. INSTRUCTION TO PARTICIPANTS AND THE SCOPE OF WORKS

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## 1 General Information for Interested Companies

### 1.1 UNOPS in Albania

On 26 November 2019, Albania was hit by its most deadly earthquake in the last 50 years. The earthquake measured 6.3 on the Richter scale and caused significant casualties and property damage, resulting in 51 deaths, over 1000 injured, and nearly 17,000 people displaced. As a result of the disaster, a total of 202,291 people were affected in the country, 47,263 directly, and 155,029 indirectly. It caused extensive damage in 11 municipalities, including the two most populous, urbanized and developed municipalities (Tirana and Durres). The worst affected municipalities were: Shijak, Durres, Kruja, Tirana, Kamza, Kavaja, Kurbin, and Lezha.

The Government of Albania requested support from the European Union, the United Nations, and the World Bank to undertake a full and comprehensive Post-Disaster Needs Assessment (PDNA) to identify the damage, losses, and recovery needs arising from the earthquake. The tripartite partners provided financial and technical support to conduct the assessment in addition to the resources the government made available. To measure and assess the economic damage, a Post Disaster Needs Assessment (PDNA) was conducted, estimating the total economic losses at nearly EUR 1Billion.

The PDNA documented the destruction of public and private infrastructure. Of particular concern was the destruction of cultural heritage monuments and property, as 53 cultural heritage properties were significantly damaged by the earthquake. UNOPS, through ECR VIEMCO, is partnering with the Government of Albania and the European Union, to facilitate the post-earthquake revitalization and upgrade of economic and tourism infrastructure of a large number of key cultural heritage sites, museums, and cultural hubs. The overall aim of the project will be to assist Albania with economic development and recovery with a focus on tourism development with cultural heritage as its key component. This project seeks to remediate the effect of the earthquake on Albania's cultural heritage through the rehabilitation of monuments, as well as contribute to Albania's socio-economic recovery through the construction and upgrade of these sites. It will be important also to support improvements in the capacity of institutions responsible for the management of these cultural monuments and sites to better accommodate tourism.

#### **The final outcomes of the project are:**

- 1) The rehabilitation/restoration of significant cultural heritage sites damaged by the earthquake.
- 2) Support to local economic development and the capacity of the Ministry of Culture in the safeguarding, management, and promotion of cultural heritage sites.
- 3) Improving awareness of the importance of cultural heritage sites amongst the Albanian public

In addition to the partners within the UN system, UNOPS works with partners around the

world to plan and implement hundreds of infrastructure projects of varied scales and complexity every year, ranging from maternity clinics to hospitals, from schools to roads, from Integrated Border Management Crossings to High Security Prisons, from advisory on strategic infrastructure investment to assistance in the development of national infrastructure plans.

UNOPS mission is to help people build better lives and countries achieve peace and sustainable development. Working in some of the world's most challenging environments, our vision is a world where people can live full lives supported by appropriate, sustainable, and resilient infrastructure through efficient, transparent use of public resources in procurement and project management.

The UNOPS office in Albania will work closely with the Ministry of Culture of Albania in Tirana to validate requirements against cultural heritage in order to develop detailed project designs and implement revitalization works tailored to the needs for the project

The UNOPS Albania office will be responsible for the direct implementation, management and supervision of the project and all associated project activities and deliverables such as:

- Project management services (including planning, time management, resource management, reporting)
- Management of the procurement processes
- Due diligence and background checks, and contracting of the identified qualified vendors
- Coordination of revitalization, renovation and musealisation according to a plan agreed and coordinated with the MOC
- Handover - upon confirmation of quality in line with the agreed specifications

In consultation and partnership with the MOC, UNOPS, will provide detailed design services, manage the execution of infrastructure revitalization and renovations through a competitive procurement process and contracted vendors for construction works. UNOPS is ISO 9001 accredited and undertakes project management in accordance with the highest quality standards. UNOPS quality management strategy will ensure the project is delivered on time, within budget and to the required, and pre-agreed, quality standards.

The project will contribute to the improvement of the existing conditions of cultural monuments that were affected by the earthquake through revitalization and renovation to meet the expected highest international standards.

**General description of Anticipated Works:**

<b>Conservation works</b>	<b>Civil Works</b>	<b>Electrical/ Communication Works</b>	<b>Hydraulic Works</b>	<b>Mechanical Works</b>
Architectural conservation for different building typologies	Excavation and Filling	Electrical Systems	Hydraulic Systems	Heating/Cooling System
Traditional mortar works using traditional materials and techniques; including internal and external surfaces	Concrete Works	LAN and Telecom Network	Hot Sanitary Water System	Exhaust systems
Traditional stone works using traditional materials and techniques; including structural systems (vaults; arches; domes, columns) engineering works (bridge),	Internal and external walls	Access Control, Alarm, Satellite TV and CCTV System	Waste/Storm Water System/Water deposits	Lifts
Traditional timber works using traditional materials and techniques (roof constructions; timber floors and ceiling; doors/windows; shutters)	Roofing works	Fire Alarm System	Fire Fighting System	
Conservation of wall paintings ;	Plastering works	Grounding/Lightning Protection System		
Conservation/movement of artefacts;	Metal works	Digitalization and Interpretation		
Archaeological test pits and investigations	Thermal-acoustic insulation			
Urban landscaping including paths; guardrails, and similar	Waterproofing works and joints			
	Flooring, tiling and coating works			
	Painting works			
	Doors, windows, gates and fences			

	Landscaping works			
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## Preliminary description of LOTs:

### Stage 1.

Stage 1	Sites in Albania	Brief description of works which is not final	License requirement	Possibility of joint company + individual licenses
LOT 1	Ethnographic Museum of Kruja	Conservation of vernacular building; conservation of wall paintings ; conservation/movement of artefacts; installations; urban landscaping; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/1 - Implementation of conservation and restoration of archaeological remains/archaeological sites; N-Z/A/5 - Implementation of conservation and restoration of vernacular buildings; N-Z/A/7 Implementation in conservation, restoration and requalification of public squares within historical centers and historical ansambles - N-Z/V/2-6 - Implementation in conservation of wall paintings; works of art in wood; works of art in gypsum, stone and ceramic; works of art in metal and glass; and works of art in textile, leather; pergamant, canvas and letter	The companies should have the licence in implementation N-Z/A/1, N-Z/A/5 and N-Z/A/6; If they are missing a licence for N-Z/V/2-6 they can subcontract individuals or form consortia with companies that possess those licences; category of licence should be that of: N-Z/V/2-6 or Z/V/2-6 or FZ/V/2-6
LOT 2	Kurcaj Bridge	Structural stabilization; conservation, urban landscaping	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/4 - Implementation of conservation of historical engineering structures	N/A
LOT 3	Venetian Tower, Duress	conservation; structural stabilization; infrastructure; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/2 - Implementation of conservation of works related to historic buildings of a defense/fortification character	N/A

### Stage 2.

Stage 2	Sites in Albania	Brief description of works which is not final	License requirement	Possibility of joint company + individual licenses
LOT 4	Ethnographic Museum of Kavaje	conservation of vernacular building; conservation of wall paintings ; conservation/movement of artefacts; installations; urban landscaping ;interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/5 - Implementation of conservation and restoration of vernacular buildings; N-Z/A/7 Implementation in conservation, restoration and requalification of public squares within historical centers and historical ansambles	The companies should have the licence in implementation N-Z/A/5 and N-Z/A/7; If they are missing a licence for N-Z/V/2-6 they can subcontract individuals or form

			- N-Z/V/2-6 - Implementation in conservation of wall paintings; works of art in wood; works of art in gypsum, stone and ceramic; works of art in metal and glass; and works of art in textile, leather; pergament, canvas and letter	consortia with companies that possess those licences; category of licence should be that of: N-Z/A/5, N-Z/A/7 or Z/V/2-6 or FZ/V/2-6
LOT 5	Hammam of Durres	conservation; structural stabilization; infrastructure; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/1 - Implementation of conservation and restoration of archaeological ruins/archaeological sites; N-Z/A/4 - Implementation of conservation of historical engineering structures	N/A
LOT 6	National Puppet Theatre, in Tirana	conservation; structural stabilization; upgrade; infrastructure; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/6 - Implementation of conservation of designed architecture; - N-Z/A/ 7 - Implementation in conservation, restoration and requalification of public squares within historical centers and historical ansambles;	N/A

### Stage 3 .

Stage 3	Sites in Albania	Brief description of works which is not final	License requirement	Possibility of joint company + individual licenses
LOT 7	Castle of Lezhe	structural stabilization; architectural and archaeological conservation, urban landscaping; contemporary architectural and structural works; archeological excavations; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/1 - Implementation of conservation of remains and archaeological sites; - N-Z/A/2 - Implementation of conservation of sites of defence/fortification character - A2- Archeological test-pits	The company that holds only a licence in N-Z/A/1 - Implementation of conservation of remains and archaeological sites; can create a consortium with a company or an individual that has N-Z/A/2 - Implementation of conservation of sites of defence/fortification character and A2- Archeological test-pits
LOT 8	Archeological Museum Durres	conservation; structural stabilization; upgrade; infrastructure; conservation/movement of artefacts; installations; interpretation and digitalization	- licence for implementation of works issued by Ministry of Infrastructure and Energy - N-Z/A/1 - Implementation of conservation of remains and archaeological sites; N-Z/A/6 - Implementation of conservation of	The companies should have the licence in implementation N-Z/A/1 and N-Z/A/6; If they are missing a licence for

			<p>designed architecture"</p> <ul style="list-style-type: none"> <li>- N-Z/V/2-6 - Implementation in conservation of wall paintings; works of art in wood; works of art in gypsum, stone and ceramic; works of art in metal and glass; and works of art in textile, leather; pergament, canvas and letter</li> </ul>	<p>N-Z/V/2-6 they can subcontract individuals or form consortia with companies that possess those licences; category of licence could be that of: N-Z/V/2-6 or Z/V/2-6 or FZ/V/2-6</p>
LOT 9	Castle of Bashtova in Kavaje	<p>structural stabilization; architectural and archaeological conservation, urban landscaping; contemporary architectural and structural works; archeological excavations; interpretation and digitalization</p>	<ul style="list-style-type: none"> <li>- licence for implementation of works issued by Ministry of Infrastructure and Energy</li> <li>- N-Z/A/1 - Implementation of conservation of remains and archaeological sites;</li> <li>- N-Z/A/2 - Implementation of conservation of sites of defence/fortification character</li> <li>- A2- Archeological test-pits</li> </ul>	<p>The company that holds only a licence in N-Z/A/1 - Implementation of conservation of remains and archaeological sites; can create a consortium with a company or an individual that has N-Z/A/2 - Implementation of conservation of sites of defence/fortification character and A2- Archeological test-pits</p>
LOT 10	National Museum of History in Tirana	<p>conservation; structural stabilization; upgrade; infrastructure; conservation/movement of artefacts; installations; interpretation and digitalization</p>	<ul style="list-style-type: none"> <li>- licence for implementation of works issued by Ministry of Infrastructure and Energy</li> <li>- N-Z/A/6 - Implementation of conservation of designed architecture";</li> <li>- N-Z/A/ 7 - Implementation in conservation, restoration and requalification of public squares within historical centers and historical ansambles;</li> <li>- N-Z/V/2-6 - Implementation in conservation of wall paintings; works of art in wood; works of art in gypsum, stone and ceramic; works of art in metal and glass; and works of art in textile, leather; pergament, canvas and letter</li> </ul>	<p>The companies should have the licence in implementation N-Z/A/6 and N-Z/A/7. If they are missing a licence for N-Z/V/2-6 they can subcontract individuals or form consortia with companies that possess those licences; category of licence could be that of: N-Z/V/2-6 or Z/V/2-6 or FZ/V/2-6</p>

## 1.2 Expression of Interest

UNOPS is opening this Expression of Interest to all companies be they local, regional or international companies. As a result of this Expression of Interest shortlists of qualified construction firms shall be developed based on their expertise in construction of buildings. Notwithstanding this, rigorous post-qualifications will be carried out to ensure qualified companies with experience in construction, restoration and rehabilitation are appointed for specific contracts. All qualified firms are advised to complete the application forms provided in section II of this document to register their interest to bid for upcoming constructions works under the UNOPS Albania Country Office.

## **1.3 Instructions for Interested Firms**

### **1.3.1 Qualification Process and Submissions**

Bidders are required to answer all questions and provide all supplementary information requested in this document. The non-provision of any such documents/response may be considered grounds for exclusion from further consideration in the process. Bidders may add additional lines to tables or append additional information as required to supplement their responses.

### **1.3.2 Eligibility requirements**

The Firm will be automatically excluded from the process if any of the following conditions apply to them:

1. The Firm is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
2. Firm is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration (or examiner ship or equivalent) by the court or of an arrangement with creditors or of any similar proceedings under national laws or regulations;
3. Firm has been convicted of an offence concerning his professional conduct;
4. Firm has been guilty of grave professional misconduct proven by any means which the Employer can justify;
5. Firm has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the Employer;
6. Firm has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or those of the country of the Employer;
7. Firm is guilty of serious misrepresentation in supplying or failing to supply the information required by a client;
8. Firm is being investigated by a UN or other international agency with regards to its activities.
9. Firm or any related company within the candidates group of companies has been convicted of engaging in any activities contrary to international law.

10. The company must not be affected by any potential conflict of interest and shall have no particular link with other companies or parties involved in the design or implementation of the project.
11. UNOPS reserves the right to suspend or cancel the contract if corrupt practices of any kind are discovered at any stage of the solicitation and award process or during the implementation of a contract. For the purposes of this provision, "corrupt practices" mean offering, giving, receiving or soliciting of, directly or indirectly, anything of value to influence the action of any UNOPS representative, official, employee or other agent of UNOPS or any organization of the UN system in the selection process or in the execution of a contract.

### **1.3.3 Outstanding claims**

All outstanding claims (if any) must not be included in calculating the value of any projects in the Bidder's Submission.

### **1.3.4 Parent company guarantee**

If a Bidder is relying on the capacity or qualifications of a parent company in its submission for this competition the Bidder must state in its submission that the parent company will supply a parent company guarantee using a form prescribed by the Employer.

### **1.3.5 Joint ventures / consortia**

Bidders requesting to participate as a joint venture or consortium shall not be considered further in this process unless their submission provides the required information and complies with the following criteria:

- Each constituent company of a joint venture or consortium shall comply with the eligibility criteria set out in this section 1.3.2 above.
- Information on the financing and legal standing of the joint venture / consortium shall be provided;
- A description of the management structure of the joint venture / consortium shall be provided with names, qualifications and experience of key staff identified.

Please note that there must be a unique lead member that represents the Joint venture/Consortium in its entirety, and this will be the unique point of contact between the Employer and the association. This member will act on behalf of all the other components of the Joint Venture/Consortium and it will be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the group. In the meantime, all partners shall be jointly and severally liable for the execution of the works in accordance with the signed contract conditions.

UNOPS will only contract with a single legal entity.

### **1.3.6 Provision of information**

The Candidates are reminded that they shall complete all of the questions asked and supply all of the information requested within this capacity questionnaire. Should the Candidate have difficulty in sourcing the required information, they shall detail this within their response. The non-provision of requested information may remove the Candidate Firm from consideration further in the process.

### **1.3.7 Request for Further Clarification**

During the evaluation process the Candidate Firms may, at the sole discretion of the Employer, be invited to provide missing information and/or to clarify an element further.

### **1.3.8 Language**

The questionnaire and all the additional information requested should be in English.

### **1.3.9 Currency**

In all sections of this document, where monetary values are requested, the Candidate Supplier shall input all values in the USD (United States Dollars). Every interpretation of the Currency will be made in accordance to the UNORE published here: <https://treasury.un.org/operationalrates/OperationalRates.php>