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Minutes of pre-proposal meeting for EU4 Culture UNOPS Albania Project

Date	07 February 2022
Time	10:00
Venue	UNOPS Tirana office
Subject	Pre-proposal meeting for the Request for Proposal RFP/2022/40453 For the “Creation of Multimedia content and equipment supply” within the EU4CULTURE Project_Support for revitalization of cultural heritage sites and monuments affected by Earthquake in Albania
Participants	UNOPS Albania, observers and representatives of the bidders

UNOPS Albania welcomed the 26 participants from various stakeholders and suppliers and introduced the panel members from UNOPS

Agenda Item	Notes and Discussion Points	Action Points & Decisions
	<p>UNOPS Albania welcomed the participants and introduced the evaluation team and how this pre-proposal 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>UNOPS Albania 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. Given the unique investment by the EU the post earthquake rehabilitation would not only stop in emergency consolidation but includes digital interpretation which is a subject of this bid. We would like to create a different and innovative type of experience for a number of cultural heritage sites.</p> <p>UNOPS Albania further outlines the sites, components of interventions and brief explanation about each. UNOPS Albania further emphasized that since the intervention is complex there are a number of entities working on different components and there would be a communication established among all.</p> <p>External expert: A general description on the 6 sites which are a subject of intervention. Starting from Venetian Tower which is envisaged to include 4 types of interpretation: digital performance projections which are going to take place couple of times a day; on-site reading of history via digital tablets; off site experience of heritage via itineraries available through smartphone and audio guides; and digital periscopes viewing from the terrace of the tower. The Hamam in Durrës which is of a relatively small surface would offer interpretation through which one learns about hamam of Durrës and other hamams/baths. The interpretation is based on using both visuals and sounds. The Archeological Museum in Durrës is a large museum for the time only having the ground floor occupied by exhibitions.</p>	<p>PPT to be shared via esourcing</p> <p>The drawings in PDF to be shared via esourcing (Link to a transferred folder)</p> <p>If deadline is extended, to organize one more Pre-Proposal meeting</p>



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The 1st and 2nd floor are as well envisaged to accommodate exhibitions and other types of activities. The digital interpretation would focus on both the interpretation of classical as well as underwater archeology. For underwater archeology an initial concept includes digital periscopes which are directed downwards. The digital interpretation at the Castle of Bashtova includes the augmented reality which is both visual and it includes sounds, the augmented reality includes the creation of a world of nature, whereby the shapes are formed from a number of shapes available in the menu. The aim with augmented reality in Bashtova is to have it include the local communities (primarily schools). Besides this, the interpretation of historical data in the Visitor center is as well expected. Ethnographic Museums in Kruja and Kavaja to include creation of multiple digital content regarding digital performances and on-site historical reading. Furthermore the courtyard in Kavaja offers a number of proposals for interactive content.

External expert further underlines that the concepts are developed, however bidders are invited to create their creative proposals if applicable and addition to already prepared concepts.

Participant 1: Is it possible to have the extension of the deadline?

UNOPS Albania: The deadline is decided as per UNOPS Procurement Manual. We will consider the possibility of the extension of the deadline.

Participant 2: In the places where the equipment have no dimensions, can we propose size for those equipments

UNOPS Albania: Which sites exactly. Where equipment is already defined there would be no need to define dimensions. However and in some cases, i.e Museum in Kruja, equipment is not defined and for this bidders would need to propose the size and the type.

UNOPS External expert: It is up to you. We are expecting different solutions and it will be a matter of evaluation of the proposal.

UNOPS Albania: You are able to submit alternative quotations as per section particulars in esourcing.

Participant 3 : Thank you very much for the presentation. Is it possible to extend the deadline? And how far we need to go with a proposal, does it need to include all the details of concepts? And another question I have is who would be the beneficiary of the equipment?

UNOPS Albania: We would like to see at this stage the methodology of your approach, who are the members of your teams, how you are deploying them (if you are not from Albania), how you would go about developing the content and similar. It is more about the methodology and your way how you are going to approach it.

Regarding using the equipment, the procurement is seeking proposals



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and offers regarding the equipment and the accompanied training. The consultancy shall have a minimum of 12 months of testing and tryout period where all the trouble shooting is to be identified and addressed.

Participant 4. I have some technical and administrative questions. Shall I send them via esourcing?

UNOPS Albania: Yes, it will be better to send them via eSourcing

Participant 1: When can we have the information about the extension of the deadline.

UNOPS Albania: We will reach a decision about this today and you will be informed accordingly via esourcing.