



Terms of Reference

Preparation of Phase II Water-Energy-Food-Ecosystems Nexus Assessment for Albania

*In the framework of the
GEF/UNEP MedProgramme Child Project 2.2 "Mediterranean Coastal Zones: Managing the
Water-Food-Energy-Ecosystem NEXUS"
implemented by Global Water Partnership-Mediterranean (GWP-Med)*

20 June 2024



Mediterranean
Action Plan
Barcelona
Convention

1. Introduction – Background

The present document outlines the Concept for the development of the Phase-II Water-Energy-Food-Ecosystems Nexus Assessment in Albania, in the framework of the **GEF-supported “Mediterranean Coastal Zones: Managing the Water-Food-Energy-Ecosystem NEXUS” Project** (hereinafter referred to as **Child Project 2.2**) implemented by Global Water Partnership – Mediterranean (GWP-Med).

Child Project 2.2 is part of a set of 8 interconnected Child Projects contributing to a larger programmatic approach in the Mediterranean Sea called the “**MedProgramme**”¹ with UN Environment/MAP being the Lead Executing Agency. Child Project 2.2 aims to inform the policy and management paradigm of natural resources in the Mediterranean by introducing practical assessment and consultation approaches related to Water-Food-Energy-Ecosystem Nexus (hereinafter: Nexus) linked with investment development, allowing the Water and Environmental policy and management approaches at the coastal and marine area to be informed by and/or inform the Energy and Agricultural decision making.

The Project has a Regional component engaging Nexus-related policy-makers and stakeholders from across the Mediterranean region, while focused activities including Nexus Dialogue Processes and Assessments take place in 3 priority areas:

- in Albania,
- in Lebanon, and
- in the Tanger-Tétouan-Al Hoceima (TTA) Region of Morocco

Activities in Albania follow up on the work implemented in Albania in 2020-2022 in the framework of the **SEE Nexus Project**² funded by the Austrian Development Agency (ADA) and implemented by GWP-Med in partnership with the UNECE. Under that project a Phase-I Nexus Assessment was developed, providing an overall Assessment of the Water-Food-Energy-Ecosystems sectors in the country, including an analysis of related institutional and governance settings, and identifying and analysing key cross-sectoral interlinkages as well as concrete lines of action to capture synergies and address trade-offs towards sustainable management of natural resources and socio-economic development. These suggested lines of action were also summarised in a Nexus Roadmap for Albania. Two multi-stakeholders’ consultation meetings were held online in December 2020 and June 2022 providing input for and feedback on the development of the Phase-I Nexus Assessment. The development of the Assessment was also presented and discussed during meetings of the Thematic Group on Water Resources.

Activities under the Child Project 2.2 will build up on the qualitative findings of Phase I and lead to the development of a Phase-II Nexus Assessment which will explore in depth a specific issue with strong cross-sectoral Nexus interlinkages, will define in detail specific options and related scenarios to capture synergies and address trade-offs, and quantify and assess their costs and benefits vis-à-vis the BAU scenario.

¹ GEF Lead Implementing Agency: UNEP. Other GEF Implementing Agency: European Bank for Reconstruction and Development (EBRD). Leading Executing Agency: UN Environment/MAP. Executing partners: UNESCO International Hydrological Programme (IHP), European Investment Bank (EIB), Global Water Partnership –Mediterranean (GWP-Med), WWF Mediterranean Programme Office (WWF MedPO), IUCN, Priority Actions Programme Regional Activity Centre (PAP/RAC), Plan Bleu Regional Activity Centre (Plan Bleu), Specially Protected Areas Regional Activity Centre (SPA/RAC) and the Sustainable Consumption and Production Regional Activity Centre (SCP/RAC).

² More information available at www.gwp.org/seenexus

2. Description of the Assignment

Overall objective

As already identified under Phase I, one of the key challenges with strong cross-sectoral implications and potential in Albania is the pressing need to rehabilitate Albania's Irrigation and Drainage infrastructure and in particular the many reservoirs scattered around the country.

The objective of the Phase-II Nexus Assessment is to provide:

- a detailed and quantified assessment of options for capturing synergies and benefits across different sectors (water resources, agriculture, energy, environmental protection, tourism) in the rehabilitation of a specific irrigation reservoir and related infrastructure, to the level of a pre-feasibility study.
- a set of guidelines and related Action Plan for the replication and upscaling of such interventions in Albania.

The development of the Assessment is expected to provide a great example of how integrated approaches can provide benefits towards achieving water, food and energy security.

Background and scope

In Albania there are about 625 reservoirs used for irrigation purposes. All of them were designed and built decades ago and many of them have been functioning for more than 50 years. Due to lack of maintenance, deforestation and, subsequently, land erosion, significant deposition of sediment has led to a reduction of the reservoirs' storage capacity by around 50% on average, while safety concerns exist for many of the reservoirs. Apart from the sedimentation issue, reduced precipitation often leads to limited water availability in the reservoirs in the summer season.

The World Bank has been supporting Albania's Irrigation & Drainage sector since 1994, most recently with the Water Resources and Irrigation Project (2012-2021) in the framework of which 44 reservoirs were rehabilitated³.

Going beyond the considerations regarding Irrigation & Drainage, the purpose of the Phase-II Nexus Assessment in Albania is to explore specific options and scenarios on the potential for capturing cross-sectoral synergies in selected artificial water reservoirs in Albania (to be identified in consultation with national authorities). Such cross-sectoral synergies and benefits include e.g. flood risk management, renewable energy production, and touristic and recreational use. By integrating considerations from different sectors, sustainable and resilient management of water and land resources can be achieved benefiting both the local community and the environment.

In that regard, the Assessment will quantify the benefits (and related costs) of options for the multi-purpose use of reservoirs, leading to a concrete proposal of measures, interventions and investments across sectors (e.g. rehabilitation of infrastructure, monitoring systems, on-site renewable energy generation, enhancement of agricultural productivity) while also providing recommendations for capacity building of local stakeholders, institutional strengthening and coordination, and management options. The work will also assess replication potential and prepare guidelines and action plan for the replication of actions in other reservoirs in Albania.

³ An overview of Albania's Irrigation & Drainage sector, its main challenges, the World Bank's engagement, and options and priority intervention areas to revitalize the sector towards sustainable, climate-resilient, and inclusive rural economic transformation, is available at <https://documents1.worldbank.org/curated/en/099745002162237184/pdf/P1724700fec9280650aad201dde94af7777.pdf>

To ensure efficiency and avoid duplication of efforts, in the development of the assignment the consultants will identify and take stock of the findings of all related recent projects and initiatives in Albania that are related to the Assignment's specific focus.

Consultation process and steering mechanism

The development of the Assessment will be guided and informed by a participatory consultation process.

It is important to ensure country ownership of the activities, and that (i) they are aligned with the latest national strategies and priorities, (ii) considerations of all relevant Nexus sectors are incorporated, and (iii) synergies with other ongoing initiatives are utilised. In that regard, steering and guidance will be provided by representatives of the Ministry of Tourism and Environment, of the Ministry of Agriculture and Rural Development and of the Water Resources Management Agency.

Stakeholders will be engaged through two Consultation Meetings one at the beginning and one at the end of the process. These Meetings will engage a broad range of Nexus-related stakeholders including representatives of Ministries, Agencies, local and regional authorities, as well as Academia and civil society. The aim of these meetings is to

- increase awareness on the Nexus approach and its benefits regarding the multi-purpose use of reservoirs
- harvest perspectives and priorities from the lens of each sector in the selected location, identifying key challenges, opportunities and suggested solutions
- facilitate gathering of available data from various institutions and agencies
- discuss concrete steps for enhancing cross-sectoral integration and cooperation at institutional, policy and management levels
- create conditions for ownership of the solutions by local stakeholders and for replicating them in further reservoirs in the country.

The consultants will be responsible for organising and implementing the above-described meetings, including the booking of appropriate venue, audiovisual equipment and catering, arranging for the transportation and accommodation of local and national stakeholders (to be identified in consultation with GWP-Med), arranging for simultaneous interpretation between English and Albanian, and the preparation of information materials.

3. Tasks – Requested services

The Consultant(s) should implement the following tasks:

1. **Identification of reservoir of focus**

In consultations with representatives of (i) the Ministry of Tourism and Environment, (ii) the Ministry of Agriculture and Rural Development and (iii) the Water Resources Management Agency (AMBU), the scope of the Assessment will be more clearly defined. The reservoir of priority where the Assessment will focus on will be selected based on commonly agreed criteria including the reservoirs' potential for multi-purpose use and cross-sectoral benefits, any constraints related to the ecological value of the reservoir (e.g. nesting of birds), the availability of data, any recent related activities implemented in the area of the reservoir, the interest and engagement of local authorities, any related national priorities. To ensure availability of data and local ownership, it is suggested that the reservoir is one of those already rehabilitated under recent related World Bank activities.

2. Preparation of an **Inception Report (IR)** which should include, among others:

- (i) Overview of the current status in Albania in relation to the irrigation reservoirs: existing infrastructure, key challenges and trends, related investment plans, review of recent and

ongoing projects and their findings, policy and institutional frameworks, stakeholders' mapping.

- (ii) Assessment of information/data requirements and availability for the implementation of the assignment, leading to the identification of information gaps and suggested approaches to address these gaps.
 - (iii) Detailed description of the suggested approach, methods and tools for the development of the Assessment, including a workplan with timeline and an annotated Table of Contents for the Assessment.
 - (iv) Review of the literature on the multi-purpose use of such reservoirs and related cross-sectoral synergies to identify best practices and lessons learned from similar initiatives and projects implemented in other regions.
3. Organisation of a **Multi-stakeholder Consultation Meeting** in the region of the reservoir. The Meeting will assist in creating ownership of activities among stakeholders, in harvesting knowledge, perceptions and priorities of the stakeholders, and in acquiring information and data to be used in the development of the Assessment. The consultants will be responsible for organising and implementing the above-described meeting and covering related costs, including arrangements for:
- (i) an appropriate venue for at least 20 participants, with all necessary audiovisual equipment (microphones, laptop, screen etc)
 - (ii) catering for coffees and lunch during the meeting
 - (iii) transportation and accommodation of local and national stakeholders (to be identified in consultation with GWP-Med)
 - (iv) simultaneous interpretation between English and Albanian
 - (v) preparation of the meeting's Concept Note and Agenda and information materials, in consultation with GWP-Med
4. **Collection of detailed data** on the selected reservoir and related infrastructure. Data should include inter alia the reservoir's nominal and actual capacity, historical data on usage of available water, data on the hydrological balance of the sub-basin. Information on the surrounding area and communities will also be gathered, including on irrigation/drainage needs and infrastructure, flood risk, soil erosion risk, agricultural practices, energy demand, as well as potential for activities related to tourism/recreation and aquaculture. Social data should also be collected in terms of e.g. demographic profile, employment by sector, age group and gender etc. Using the collected data, a set of **indicators** will be developed to assist in the assessment of the reservoir's potential for cross-sectoral synergies and the development of related scenarios and proposed interventions. The Consultants are expected to use GIS for the presentation and geo-reference of the information included in the deliverables listed above.
5. **Identification of a portfolio of options of interventions** to capture cross-sectoral efficiencies and benefits in and around the reservoir. Such options of interventions should be at least in terms of:
- (i) rehabilitation-modernisation of infrastructure
 - (ii) addressing soil erosion and sedimentation, and flood risk
 - (iii) localised installation of renewable energy (floating solar, micro-hydro),
 - (iv) adoption of efficient irrigation and agricultural practices and related infrastructure
 - (v) enhancing the potential for tourism and recreational activities in and around the reservoir

- (vi) assessing the potential for aquaculture in the reservoir
6. **Development of a detailed and quantified proposal of a set of interventions**
A cost-benefit pre-feasibility analysis will identify the most economically and socially viable options and solutions. This proposal will consider the associated costs of the interventions vis-à-vis their expected benefits, such as reduced flood or erosion risk, improved irrigation efficiency and/or agricultural productivity, cost savings from the generation of renewable energy, increased revenue from tourism etc. The proposal should also assess how women and youth will benefit (or be affected) from the proposed interventions.
 7. **Identification of potential financing sources or instruments** for the implementation of the proposed interventions
 8. Organisation of a **2nd Multi-stakeholder Consultation Meeting** in the region of the reservoir. The Meeting will discuss the findings of the above activities and provide feedback as needed. The consultants will be responsible for organising and implementing the meeting and covering related costs, including the tasks described under #3 above.
 9. Prepare the final **Phase II Nexus Assessment Report** capturing all of the above, including maps and graphs as appropriate.
 10. **Development of an Action Plan** for the eventual replication and upscaling of the identified interventions/solutions at the national level.
This should include:
 - (i) an overview of the current situation in the country regarding the status and management of irrigation reservoirs and related infrastructure (data, key challenges, institutional framework for their management, related provisions, targets and plans in National Strategies and Plans, ongoing or planned initiatives etc.)
 - (ii) a set of recommendations for policymakers and stakeholders for the promotion of the solutions identified in the Assessment in terms of management practices, capacity building of local stakeholders, institutional strengthening and coordination, etc.
 - (iii) a mapping of national or international potential financing sources or instruments for the implementation of such interventions at the national level.
 11. Coordinate with and assist the GWP-Med Comms Team for any communications-related materials and activities (press releases, articles, photographs, videos)

4. Reporting, Deliverables and Milestones

The Successful Consultant(s) are expected to provide the following deliverables, which are directly related to the tasks outlined in detail under Section 3, based on the below timeline (expressed in months after the contract is signed). The schedule for submission may be adjusted as necessary during the contract preparation period. All deliverables should be submitted in English, unless otherwise specified.

Deliverables		Deadline / months after contract signature
1.	Report on the selection of the reservoir of focus, including identified candidate ones, selection criteria, consultations with national stakeholders.	Month 1
2.	Inception Report including: - Overview of current status - Assessment of information/data requirements and availability - Description of the suggested approach, methods and tools for the development of the Assessment - Literature review on the multi-purpose use of such reservoirs	Month 3
3.	Organisation of the 1 st Multi-stakeholder Consultation Meeting	Month 5
4.	Collection of data – development of set of indicators.	Month 7
5.	Identification of a portfolio of options of interventions	Month 8
6.	Detailed and quantified proposal of a set of interventions (pre-feasibility analysis)	Month 11
7.	Identification of potential financing sources or instruments	Month 12
8.	Organisation of a 2 nd Multi-stakeholder Consultation Meeting	Month 12
9.	Phase II Nexus Assessment Report	Month 14
10.	Action Plan for the eventual replication and upscaling of the identified interventions/solutions at the national level	Month 16
11.	Coordinate with and assisting the GWP-Med Comms Team	Month 5 to Month 16

Logbook of activities

The consultant will maintain a logbook of activities regarding the progress of the assigned tasks. The logbook will be filled in on a weekly basis and will be available to the project team prior to each meeting and/or upon request.

Reporting Line

The successful consultant will work under the direct supervision of / and communicate directly with the Project Manager and the appointed GWP-Med Programme Officer.

Coordination meetings between the consultant and the Project Team shall be scheduled on a biweekly basis to effectively monitor the progress pertaining to the workplan. The rendering of services shall be

executed, and completion thereof shall be determined, upon the satisfaction and approval of the deliverables by the Project Manager and GWP-Med team.

Confidentiality

All information supplied by GWP-Med in connection with this tender to date, and any further information supplied during the tender process shall be regarded as confidential and must not be shared with any other organization without written permission of GWP-Med.

5. Payment modalities

Payment Schedule:

Completion and delivery of deliverable 1: 20% of total contract amount

Completion and delivery of deliverables 2-5: 30% of total contract amount

Completion and delivery of deliverables 6-8: 20% of total contract amount

Completion and delivery of final deliverables 9-11: 30% of the total contract amount

Each payment will be issued after the quality assessment and approval of each deliverable by the Contracting Authority. Then, the awarded consultant will issue the respective invoices.

6. Contract price and duration.

The maximum fee for this assignment is **90,000 USD**. This amount includes all other costs, including travels, income taxes and any other amount payable or cost that may be required for the completion of the work/service, including VAT.

The overall duration of the contract will be for a maximum of **16 months** after the contract signature. Payments will be made upon acceptance and verification of the related deliverables, as laid out in section 4 "Reporting, deliverables, and Milestones".

7. Disqualification criteria ON/OFF

For details on the ON/OFF disqualification please refer to the Call for Offers

8. Selection Criteria (pass / fail)

Successful participant (Natural or Legal Person or Entity) must:

- Have annual turnover for the last three financial years at least equivalent to the maximum amount of this call proven through Financial Statements (Income Statement and Balance Sheet) of the last three years duly certified by a Public Accountant, and with authentication of receiving by the Government's Internal Revenue Authority. Include any indication of credit rating, industry rating, etc.
- Be enrolled in one of the official professional or trade registries at the country of registration.
- Have a record of minimum 4 projects over the last 10 years of comparable nature and degree of complexity relevant to those required for this Contract.

Failure to comply with the above ON/OFF requirements or to provide relevant proof with the application is considered ground for exclusion.

9. Qualification and Experience

Participants in the call are required to have solid experience in developing and managing complex projects in the field related to the tasks described in the ToR.

This needs to be demonstrated in the Technical Offer to be submitted as part of the application. A template for the Technical Offer form is available in the Call for Offers.

The **Technical Offer** Form consists of the following sections:

- Section 1: Expertise and work experience
- Section 2: Approach and Methodology

Regarding Section 1: Expertise and work experience:

The scope of work requires an interdisciplinary team of skilled experts with previous experience in activities similar to those that this assignment entails. The required qualifications for all experts to be engaged in this assignment are presented in Table 1 below.

The inclusion of experts so as the team responds to every area of expertise defined in the table below is mandatory.

If the qualifications of an expert cover the requirements of more than one area of expertise, that expert can be also proposed for these other areas.

Qualifications additional to the minimum requested per category will receive additional score under the evaluation process as described in the section Evaluation Process and Awarding Criterion.

In addition, the Participant may propose -as they deem appropriate- additional experts covering other specific areas of expertise.

Failure to provide the minimum required qualifications is considered ground for disqualification.

Table 1 – Required qualifications for the Team of Experts

Expert #	Area of expertise	Qualifications
1	Civil / Environmental / Hydraulic Engineer Team Leader	<ul style="list-style-type: none">• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or a directly related field (Required – ON / OFF).• Excellent oral and written communication skills in both Albanian and English (Required – ON / OFF).• A minimum of 10 years of professional experience in water resources management (Required – Evaluated).• A proven track record of a minimum of 3 successful assignments or projects in Albania directly related to water resources management (Required – Evaluated).• Minimum experience as project Manager or Team Leader of 3 projects of similar complexity over the last 10 years. (Required – Evaluated).

		<ul style="list-style-type: none"> • Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired – Evaluated). • Minimum 2 assignments or projects that include a pre-feasibility study or cost-benefit analysis of specific interventions (infrastructure or other related) (Desired – Evaluated).
2	Water Resources Management expert	<ul style="list-style-type: none"> • A minimum of a Master's degree (MSc or equivalent) in Water Resources Management, Environmental Science, or directly related field (Required – ON / OFF). • Excellent oral and written communication skills in both Albanian and English (Required – ON / OFF). • Minimum 10 years of professional experience in the field of water or environmental resources management (Required – Evaluated). • Minimum 3 assignments/projects in Albania relevant to water resources management (Required – Evaluated). • Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired – Evaluated).
3	Agricultural Expert	<ul style="list-style-type: none"> • At least a University degree (MSc or equivalent) in Agriculture, Rural Development or a directly related field (Required – ON / OFF). • Excellent oral and written communication skills in both Albanian and English (Required – ON / OFF). • Minimum 10 years of professional experience in the field of agriculture, including on irrigation and drainage (Required – Evaluated). • Minimum 3 assignments/projects in Albania relevant to agriculture (Required – Evaluated). • Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired – Evaluated).
4	Socio-economic expert	<ul style="list-style-type: none"> • At least a University degree in Economics, Political Sciences, Rural Development, or any other related field (Required – ON / OFF). • Excellent oral and written communication skills in both Albanian and English (Required – ON / OFF).

	<ul style="list-style-type: none"> Minimum 5 years of relevant professional working experience in the field of socio-economic analysis (Required – Evaluated). Minimum 2 assignments/projects in Albania relevant to socio-economic analysis in the environment and/or water and/or agriculture sector (Required – Evaluated). Minimum 2 assignments/projects in Albania that also address gender and/or youth considerations (Desired – Evaluated).
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1. Evaluation Process and Awarding Criterion

The Award criterion is the **most economically advantageous tender considering the best price / quality ratio**. Offers that meet the exclusion grounds and selection criteria will undergo further evaluation, focusing on the requirements outlined in the "Qualification and Experience" section, as follows:

(1) Criterion	(2) Weighting (w)	(3) Points of criterion (c)	(4) Score= (2) x (3)
Section 1: Expertise and work experience	75% of total		
Civil / Environmental / Hydraulic Engineer Team Leader	25%		
A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or a directly related field (Required) .	ON / OFF		
Excellent oral and written communication skills in both Albanian and English (Required) .	ON / OFF		
A minimum of 10 years of professional experience in water resources management (Required) .	6%		
A proven track record of a minimum of 3 successful assignments or projects in Albania directly related to water resources management (Required) .	5%		
Minimum experience as project Manager or Team Leader of 3 projects of similar complexity over the last 10 years. (Required) .	5%		

Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired) .	5%		
Minimum 2 assignments or projects that include a pre-feasibility study or cost-benefit analysis of specific interventions (infrastructure or other related) (Desired) .	4%		
Water Resources Management expert	18%		
A minimum of a Master's degree (MSc or equivalent) in Water Resources Management, Environmental Science, or directly related field (Required) .	ON / OFF		
Excellent oral and written communication skills in both Albanian and English (Required) .	ON / OFF		
Minimum 10 years of professional experience in the field of water or environmental resources management (Required) .	6%		
Minimum 3 assignments/projects in Albania relevant to water resources management (Required) .	6%		
Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired) .	6%		
Agricultural Expert	18%		
At least a University degree (MSc or equivalent) in Agriculture, Rural Development or a directly related field (Required) .	ON / OFF		
Excellent oral and written communication skills in both Albanian and English (Required) .	ON / OFF		
Minimum 10 years of professional experience in the field of agriculture, including on irrigation and drainage (Required) .	6%		
Minimum 3 assignments/projects in Albania relevant to agriculture (Required) .	6%		
Minimum 1 assignment or project directly related to the management of irrigation reservoirs over the last 10 years (Desired) .	6%		
Socio-economic expert	14%		

At least a University degree in Economics, Political Sciences, Rural Development, or any other related field (Required) .	ON / OFF		
Excellent oral and written communication skills in both Albanian and English (Required) .	ON / OFF		
Minimum 5 years of relevant professional working experience in the field of socio-economic analysis (Required) .	5%		
Minimum 2 assignments/projects in Albania relevant to socio-economic analysis in the environment and/or water and/or agriculture sector (Required) .	5%		
Minimum 2 assignments/projects in Albania that also address gender and/or youth considerations (Desired) .	4%		
Section 2: Approach and Methodology	25% of total		
The approach to the requested Assignment will include a detailed description of the methodology to achieve all objectives and tasks, deliver all outputs as described in the Terms of Reference, and consider the appropriateness to local conditions. (Required) .	20%		
Risks and Mitigation Measures: description of the potential risks associated with the implementation of the Assignment, which have the potential to hinder the successful achievement and timely completion of anticipated outcomes, as well as compromise their quality. This will also entail a description of the counteractive measures that will be implemented to mitigate these risks. (Required) .	5%		

Failure to provide the minimum required qualifications is considered ground for disqualification.

Scoring for each evaluated section will be made as following:

Section 1 – Expertise and work experience: score starts at 100 points (when minimum requirements are met) and can reach 150 points depending on the description of the participant and the number of projects/years implemented in excess of those required as a minimum. (100p Base +10p for extra criteria over base up to 50 additional points)

Section 2 – Approach and Methodology: score starts at 100 points and can reach 150 points depending on the length, detail, depth, and structure of the information provided.

Each Section/evaluation criterion is evaluated autonomously. The final scoring of each evaluation criterion is the outcome of its scoring multiplied by the corresponding weighting factor. The overall score of the technical offer is the sum of the final scoring of all the Sections/evaluation criteria.

The overall score of the technical offer is calculated on the basis of the following formula:

$$B_i = w_1 \times c_1 + w_2 \times c_2 + \dots$$

For the overall score which will determine the ranking of offers, technical evaluation will be weighted with 80%, and the financial offer with 20%.

The final listing of the most advantageous offers will be made on the basis of the following formula:

$$\Lambda_i = 0.8 * (B_i/B_{max}) + 0.2 * (K_{min}/K_i).$$

Where:

- B_{max}: the max score received by the best of the technical offers received
- B_i: the score of the technical offer
- K_{min}: The cost of the financial offer with the minimum price offered.
- K_i: The cost of the financial offer

The most advantageous offers is the one with the greater value of Λ .

In case of equality of overall scores, the winning proposal is the one whose corresponding technical proposal received the highest rating.

2. Monitoring and Progress Controls

Mr. Dimitris Faloutsos, Deputy Regional Coordinator and Mr. Tassos Krommydas, Senior Programme Officer at GWP-Med, will be providing oversight and guidance from the side of the Project Team.

Coordination meetings between the consultant and the Project Team shall be scheduled on a bi-weekly basis in order to effectively monitor the progress pertaining to the workplan that was submitted with the Inception Report. The rendering of services shall be executed, and completion thereof shall be determined, upon the satisfaction and approval of the deliverables by the Project Manager and GWP-Med Executive Secretary.

3. Place of Performance

The tasks will be carried out from a place of the Consultant's preference. Missions for the consolidation of data and for consultation purposes will be conducted in Albania.

4. Terms and Conditions

• Language

The language of the key deliverables/outputs is English. Specific materials and communication packages will also be prepared in Arabic, as previously described.

• Data and information

The Consultant(s) is responsible to collect all information and data necessary for the completion of this assignment. Missing information (from any side) would not be considered as eligible reason for

not completing the tasks. GWP-Med can assist in communicating with relevant institutions and stakeholders to verify the availability of needed data or information.

- **Submission of data, reports and other material produced**

All primary data, reports, and other documentation produced during this assignment shall be made available to GWP-Med and to the relevant institutions in electronic format. All data acquired, and products developed during the assignment will be in the ownership of the Project and cannot be used by the Consultant and its team without prior written permission.

- **Cooperation requirements**

The Consultant is expected to work closely with GWP-Med and the beneficiaries (visited during the consultation missions).

- **Review and quality assurance**

A thorough evaluation of the Consultant's work conducted during the course of the assignment implementation, as well as a comprehensive review of the deliverables, may be conducted by an independent external expert or team of experts. The Consultant is expected to thoroughly consider and incorporate any relevant observations or recommendations provided by the reviewer(s) into the final versions of the deliverables.

- **Public consultations / meetings**

The responsibility for organizing any required workshops or working meetings will be shared between the Consultant(s) and the Project Team. The Consultant(s) shall be responsible for: preparation of working material, technical specifications etc. ensuring participation of the key team members as required, preparation of minutes etc. The Project Team will be responsible for: preparation of agenda, invitations, distributing the invitations and enabling participation.