

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

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May 12, 2021

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

(CONSULTING SERVICES)

Republic of Albania

Albanian Development Fund (ADF)

Project for Integrated Urban and Tourism Development (PIUTD)

IBRD Loan No: 8656- ALB.

Project ID Number: P15562

Issuing date: May 13, 2021

Assignment Title: “Supervision services for Integrated urban upgarding works – Municipality of Gjirokastra”

Reference No. REF No: AL-ADF-231637-CS-CQS

The Government of Albania has received financing from the World Bank toward the cost of the Project for Integrated Urban and Tourism Development (PIUTD), and intends to apply a part of its for consulting services foreseen under component 2 of this project. The consulting services (“the Services”) include: “Supervision services for Integrated urban upgarding works – Municipality of Gjirokastra”/REF No: AL-ADF-231637-CS-CQS.

Main Goal of this Assignment

The objective of this consultancy is to ensure that the works contracts that will be procured after the detailed design from the consultancy “Mobility plan and detailed design of project investments for Integrated Urban Upgrading of Gjirokastra” REF No: AL-ADF-194223-CS-CQS, together with the work contracts “Prioritized measures to address urgent safety concerns and prevent loss of heritage structures in the Castle of Gjirokastra” REF No: AL-ADF-15538-CW-RFB and “Revitalization of Cerciz Topulli Square in Gjirokastra Bazaar” are implemented in compliance with the drawings, bill of quantities, technical specifications, and any other requirements as per Albanian national code and regulations, and the loan agreement with the World Bank, in a timely manner, and to direct and monitor all necessary or requested changes to the scope of work during construction and commissioning.

In order to achieve the specific objectives, the Consultant shall carry out activities listed below.

The Consultant is expected to be proactive in identifying optimal solutions to reach the objectives of this contract and to identify any additional tasks and activities, which are desirable or necessary for the successful implementation of this assignment. It is up to the Consultant to prepare his own detailed organisation and methodology including all relevant particulars for all activities to ensure that they fulfil the general and specific requirements. In all tasks, the Consultant should follow the application of the World Bank Group Environmental Health and Safety Guidelines applicable to civil works.

The required services will include but are not limited to the supervision of Works contracts for the following package projects, or any other project that will be identified and approved from ADF and the World Bank:

- Prioritized measures to address urgent safety concerns and prevent loss of heritage structures in the Castle of Gjirokastra;
- Revitalization of Cerciz Topulli Square in Gjirokastra Bazaar;
- Civil works contracts for the projects designed under the consultancy service contract of: "Mobility plan and detailed design of project investments for Integrated Urban Upgrading of Gjirokastra" REF No: AL-ADF-194223-CS-CQS

The Supervision Service contract comprises 3 phases linked to project works as follow:

1. Inception Phase;
2. Construction Phase;
3. Defects Liability Period.

During **Phase 1 "Inception phase"** the Consultant shall become familiar with all aspects of the project, works contract and project's environment, review the present Technical Specifications and all volumes of the Works contracts. The Consultant shall be aware on all relevant information available for the project and the stakeholders involved in the project. The Consultant shall visit all relevant institutions in order to ensure that the requirements of all parties to the project are taken into account.

The Consultant shall not change the project's specific objectives, but can adjust the means for achieving them. The Consultant shall present these adjustments for the Contracting Authority in good time with appropriate substantiation and shall record the agreed modifications in the Inception Report.

During **Phase 2 "Construction Phase"** the Consultant shall administer the contract and supervise the construction works, i.e. carry out duties of the Supervisor in accordance with the Special and General Conditions of the Works Contract. The Consultant will carry out, but not necessarily be limited to, the activities mentioned below.

1. Contract Administration and Management, Site Procedures
2. Design Review and Approval

Site Supervision:

1. Quality Control;
2. Measurements and Payments;
3. Safety and Records

1. Other activities;

During **Phase 3 “Defects Liability Period/(DLP)”** the Consultant shall carry out among others the following main duties:

- The consultant shall provide quarterly inspections reports during the 12 months of Defects Liability Period (content to be agreed on with the ADF/PCU);
- The consultant shall supervise, inspect and record completion of any outstanding work and remedy of defects after Provisional Acceptance has been issued.
- The Consultant shall undertake three intermediate inspections at approximately three-monthly intervals during the Defects Liability Period. In the event that the Employer calls the Consultant to the Works to deal with a particular defect at another time this shall be deemed to be one of the intermediate inspections. In addition to dealing with any particular defect all intermediate inspections shall cover the entire Works.
- The Consultant shall notify and instruct the Contractor accordingly of all defects found.
- Undertake the Final inspection at the end of DLP and issue the Final Acceptance Certificate
- On the expiry of the Defects Liability Period, the Consultant shall make the final inspection of the Works and issue the Final Acceptance Certificate in accordance with the Works Conditions of Contract.
- The final inspection shall be carried out in the presence of a representative from the Contractor, Contracting Authority and the Beneficiary.

Albanian Development Fund (ADF), now invites eligible companies (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (Summary of relevant experience of the firm, description of similar assignments, experience in similar conditions, CV for the key personnel, letters of recommendation, etc

The Consultant shall provide an experienced construction supervision and contract administration team with proven technical and managerial competence and experience in the supervision of construction works under World Bank Conditions of Contractor and Albanian Legislation or internationally recognized contract conditions used by IFI’s.

The working language of the project is English and Albanian language. All the team members assigned by the Consultant must possess proficiency in English language. Day-to-day communication language with the employees of municipalities, water, electrical, telecom and other utilities and local authorities will be either English or Albanian

language. An adequate number of Albanian speakers shall be assigned at the field level to ensure smooth communication among all participants, direct and indirect, of the Project.

All experts should work in the beneficiary country 100% of the contracted working days, unless specifically requested and approved by the Contracting Authority.

The following table indicates the required duration of the Key Staff positions. The 'Man Month' column indicates the minimum number of months which the staff member is expected to work for the project. The Consultant shall discuss with the Employer, during contract negotiations, regarding the mobilization and start date for each of the Key staff, providing detailed working plan for all staffs involved during the contract implementation.

The short-listing criteria are:

No.	Evaluation Criterion	Points
1.	Overall experience of the firm in the field of assignment(number of years)	30 points
2.	Relevant Specific Experience in the field of the assignment and Number of assignments similar to ToRs successfully completed during the last 5 years.	60 points
3.	Availability of staff within the firm to perform the assignment	10 points
TOTAL		100 points

The consultant should have a multi-disciplinary team of **7 key staff** professional and technical personal will be required for the execution of the project as follow:

KE-1/Team Leader (“Supervisor’s Representative”)

KE-2/Site Supervision Engineer – Civil Engineer

KE-3/ Material Engineer

KE-4/ Quantity Surveyor/Engineer

KE-5/ Environmental, Social and Occupational Health and Safety

KE-6/Archaeologist/Cultural heritage expert

KE-7/Architect Restorer

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants by World Bank Borrowers (January 2011, revised July 2014), setting forth the World Bank’s policy on conflict of interest.

The consultant should be a Firm. The selection method to be applied is **Consultant Qualifications (CQ)**, in accordance with the procedures set out the World Bank's *Guidelines Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers*" (January 2011, revised July 2014).

The consultant will perform the **Supervision Services** will be performed by the consultant within **36 months** period period followed by defect liability period for each contract, and the level of inputs is **83 man/months**. The Supervision services the Consultant will be contracted for these services under a time-based contract.

Further information can be obtained at the address below during office hours 08:00 to 16:30 (Monday to Thursday) and 08:00 to 14:00 on Friday.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **03 June 2021, no later than 13:00 hrs.**

For more information interested consultants can have access to Terms of References in ADF's web page.

Albanian Development Fund (ADF)

Project for Integrated Urban and Tourism Development (PIUTD)

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