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**EU4Rivers**

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# EU4Rivers Project

**ADA Contract Number: 6532-00/2023 SUB 08/2025**

## Terms of Reference

### National Expert on EU-compliant Water Chemistry for Albania

- **Objective:** The primary objective of the consultancy is to support the development of secondary legislation for water protection through contributing to (re-)design water chemical monitoring system in Albania.
- **Commissioner:** EU4Rivers Team Leader
- **Timeframe:** April 2025 – September 2025 (50 days)
- **Location:** Albania, Tirana

#### 1. Background

Austrian Development Agency (ADA), as the Operational Unit of the Austrian Development Cooperation (ADC), has been delegated by the European Union (EU) to implement the "EU4Rivers" project in Albania from October 2023 to September 2028. The lead Beneficiary is the Albanian Water Resources Management Agency (AMBU).

The general objective is to enhance the implementation of the National Water Reform and Albania progress towards meeting EU water legislation requirements, resulting in increased capacities for managing the sector in line with EU policies. The specific objective is to increase Albania's approximation with the EU water acquis.

The project Outputs are:

- **Output 1:** The overarching Integrated Water Management legal and institutional framework is substantially enhanced in accordance with the requirements of the EU Water Framework Directive (WFD) and other water-related directives.
- **Output 2:** The Implementation of River Basin Management (RBM) is increased in all river basins in line with the requirements of the WFD.
- **Output 3:** Water monitoring, reporting and enforcement are sustainably enhanced in line with the requirements of water-related EU Directives.

#### 2. Objective and description of the assignment

This assignment's objective is to support the development of secondary legislation for water protection through contributing to (re-)design water chemical monitoring system in Albania under the implementation of EU WFD. The Contractor is expected to provide expertise to improve the water chemical monitoring in Albania in theory and practical matters. The assignment will contribute toward the achievements of project Outputs 1 and 3.

#### 3. Approach and Methodology

The Contractor shall operate under the overall guidance of the EU4Rivers project Team Leader (TL). The work will be performed in cooperation with a group of international and national experts, with EU4Rivers PMT and key staff from relevant monitoring institutions.

This assignment is structured into two main tasks, as described below. The main contribution from the Contractor is expected during April – July 2025. The work for both tasks shall take



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place in parallel to ensure harmony between the theoretical intervention/contribution through supporting the finalisation of relevant draft Decisions of Councils of Ministers related to water monitoring and the definition of specifications for their practical implementation through supporting the definition of technical specifications for monitoring equipment and the necessary stations/locations.

The Contractor shall work in close cooperation and direct communication with EU4Rivers PMT and international experts engaged in water quality monitoring.

The Contractor is expected to actively participate in discussions of inter-institutional working groups for legal development and water monitoring.

The below listed activities under Tasks 1 and 2 shall be performed in close cooperation with AMBU staff engaged in EU4Rivers project Output 1 and 3.

#### **Task 1 – Support the development of secondary legislation for water**

The Contractor shall provide technical input to support the improvement of the draft bylaw(s) related to water chemical monitoring, environmental quality standards and emission limit values, which transpose the requirements of specific EU Directives/Annexes.

He/She shall be involved and contribute to defining specific values of pollutants which are suitable for the national environmental conditions, as much as possible, as well as cooperating with AMBU staff, the EU4Rivers PMT and relevant contracted experts to finalise the specific bylaws as above-mentioned.

The Contractor shall also support the technical discussions of the inter-institutional legal working group under AMBU leadership.

#### **Task 2 – Support the (re-)design of water monitoring system**

The Contractor shall be responsible for the below-listed activities:

- Support the revision/finalisation of water quality monitoring draft regulations tailored for the Albanian context by providing technical assistance and opinion, particularly on organic pollutants;
- Active engagement in the discussions of the inter-institutional working group on water monitoring under AMBU leadership;
- Provide guidance on the selection of monitoring locations and frequency of sampling to ensure a scientifically robust and policy-relevant monitoring system.
- Cooperation with AMBU staff, the EU4Rivers PMT and relevant contracted experts to define the need for re-designing the water monitoring system in Albania;
- Contribute to the definition of relevant specifications for the new monitoring equipment for specific chemical pollutants/parameters.

#### **4. Deliverables**

The Contractor shall provide the respective deliverables as per the timelines given below:

	<b>Deliverable</b>	<b>Submission date</b>
1	Improved secondary legislation related to water chemical monitoring.	April - July 2025
2	Technical report on re-design of water chemical monitoring system including recommendations	April - September 2025

#### **5. Location and Duration of the assignment**



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The assignment is planned to commence in April 2025. The duration of the assignment is 50 working days over a period of 6 months.

A detailed draft of the work plan for the assignment shall be prepared. In case of changes in the overall project implementation and changes to the work plan in line with project needs/requested by the TL, this will not affect the total number of working days for the assignment.

## **6. Reporting**

A draft work plan shall be submitted for approval to the TL within two weeks of the contract's entry into force. The work plan describes the tasks, activities, meetings/workshops, reports/deliverables, and any other inputs to be performed during the assignment. All the tasks shall be discussed and agreed upon in advance with the TL.

Progress Report(s) will be prepared monthly and submitted to the TL, which describe the accomplished work, and the progress achieved towards the agreed tasks/outputs, and any risks that may compromise project implementation. Each report should also include the number of working days performed in the preceding month.

A Final report shall be submitted at the latest two weeks after the end date of implementation of the services as defined in the Service Contract. The report includes a description of the delivered outputs, all tasks carried out as well as recommendations / observations made related to the project implementation.

All reports and any other documentation to be produced as part of this assignment shall be submitted in **English**.

## **7. Contacts**

EU4Rivers Project - Contacts:  
Rr. Pjeter Budi, P. Klasik. Shk. 1, Ap 11, Tirana  
Phone: +355 (0) 4 450 3200  
e-mail: [eu4rivers@ada.gv.at](mailto:eu4rivers@ada.gv.at)

## **8. Requirements for the contractor**

### **Qualifications and skills**

- Master degree in chemistry, environmental sciences or equivalent or five (5) years above the General Professional Experience required.
- Fluency in written and spoken English;
- Excellent communication skills;
- Excellent problem-solving, negotiation, and influencing skills.

### **General Professional Experience**

- Ideally, seven (7) years of general professional experience working in the environmental monitoring system design and implementation.
- Good understanding of the EU water chemical monitoring requirements and applied standards.
- Proven experience in similar projects.

### **Specific professional experience**

- Ideally, seven (7) years of significant experience in water chemical monitoring, organic pollutants analysis and evaluation of environmental chemical conditions as per EU regulations/standards and requirements.



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- Proven experience in studying environmental assessment impacted by specific pollutants.

The Contractor must be independent and free from conflicts of interest in the responsibilities defined by the Terms of Reference.

## 9. Evaluation Criteria

Every eligible offer submission will be evaluated according to the following award criteria and the associated weights.

Criterion 1 <sup>i</sup>	Criterion 2 <sup>i</sup>	Criterion 3 <sup>i</sup>	Criterion 4	Criterion 5
<i>Qualifications and Skills</i>	<i>General Professional experience</i>	<i>Specific Professional experience</i>	<i>Methodology and approach</i>	<i>Offered Price</i>
10%	20%	35%	15%	20%

i) Wherever years of experience are requested, the bidder with the preferred experience will receive the full points under this sub criterion, all other bidders scores will be scaled accordingly.

Criteria 1-4 are applied to the technical proposal (total weight 80%), Criterion 5 is applied to the financial proposal (total weight 20%). Evaluation of offers will be made in accordance with the best bidder principle. The quality related award criteria will be applied by an Evaluation Commission consisting of 3 members. For each quality criterion a maximum score of 10 points can be achieved.

Criteria 1-5: offers are scored in a manner that the offer with the highest score in the criterion obtains the maximum number of points (100 points multiplied with the respective weight) and each next offer the proportionally lower number of points according to the following formula:

Points Criterion 1/2/3/4 = (Individual score of the offer/ score of the offer with the highest score) x maximum points

Points Criterion 5: offers are scored depending on their price (offered total price) in the manner that the offer with the lowest total price obtains the maximum number of points (20 points) and each next offer the proportionally lower number of points according to the following formula:

Points Criterion 5 = (Lowest total price/ total price of offer) x maximum points

## Calculation of total points:

Total points = Points Criterion 1 + Points Criterion 2 + Points Criterion 3 + Points Criterion 4 + Points Criterion 5

The best offer is the offer with the highest number of total points. If the number of total points is the same for more than one bidder, the offer with the lowest total price (amongst these bidders) shall be the most favourable offer.

## 10. Representation

Any kind of representation of ADA / the EU4Rivers Project and EU Delegation by the Contractor is excluded from this agreement.



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## 11. Publication

The Contractor agrees that the following information will be made public as required by the General Conditions to the European Community Delegation Agreement: title and type of the contract, name, address and nationality of the contractor, and amount of the contract.