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 Austrian  
Development  
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**EU4Rivers**

 Austrian  
Development  
Agency

# EU4Rivers Project

**ADA Contract Number: 6532-00/2023 SUB 16/2025**

## Terms of Reference

### National Expert for Floods Assessment

- **Objective:** The primary objective of the consultancy is to support the development of an overview report on the implementation of the EU Floods Directive<sup>1</sup>.
- **Commissioner:** EU4Rivers Team Leader
- **Timeframe:** July 2025 – December 2025 (30 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 objective is to support the preparation of the DSIP Report for the Floods Directive for Albania. The Contractor shall work in close cooperation with the group of experts contracted under EU4Rivers project and AMBU staff to identify the gaps with flood management plans and difficulties in implementation of measures.

The assignment will contribute toward the achievements of project Output 1.

#### 3. Approach and Methodology

The Contractor shall operate under the overall guidance of the EU4Rivers project Team Leader (TL), and the international expert on groundwater monitoring.

The work will be performed in coordination and close cooperation with a group of international and national experts, with the EU4Rivers team and key staff from AMBU. The

<sup>1</sup> <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32007L0060>



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Contractor shall utilize all the existing documents, assessment reports and hydrology studies including flood management plans available through AMBU and/or the EU4Rivers project team regarding flood management in Albania.

### Task 1 – Elaborate an DSIP Report for the EU Floods Directive

The Contractor shall be responsible for the development of the DSIP Report for the EU Floods Directive, which shall, at least, contain information about the following elements:

- Provide an overview of the developments relevant for the floods management;
- Identify the gaps in the sector/existing plans based on technical requirements of the Floods Directive (e.g. what is missing in the existing flood risk management plans, risk assessment and hazard maps, definition of objectives, implementation of measures, etc.).
- Assessment of the capacities available in the relevant institutions responsible for implementation of this Directive and challenges to implement the measures;
- Estimation of costs for the full implementation of this Directive;
- Prepare a tentative Plan of measures/investments to support implementation of the floods Directive a (e.g. short-term, mid-term and long-term) required for Albania comply with this Directive;
- Propose transitional periods till its full implementation.

### 4. Deliverables

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

	Deliverable	Submission date
1	DSIP Report for Floods Directive	December 2025

### 5. Location and Duration of the assignment

The assignment is planned to commence in July 2025. The duration of the assignment is 30 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



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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's degree in hydrotechnical engineering, hydrology, environmental management, economist 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 in working with preparation of flood management and hydrological assessments.
- Good knowledge and understanding of the EU Floods Directive and its provisions including planning, preparation and assessment of flood measures/actions.
- Proven experience in similar projects in flood management.

### Specific professional experience

- Good knowledge and understanding of climate change data processing, scenarios analysing and related impacts.
- Proven experience working with preparation of flood risk management plans.
- Proven experience working with flood risk and hazard mapping in compliance with EU Floods Directive requirements.

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%



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*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%), Criteria 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.

### **11. Publication**

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