



Coordination Office for Technical Cooperation of
the Austrian Embassy in Tirana

EU4Rivers Project

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INVITATION TO SUBMIT OFFERS IN THE CONTEXT OF A DIRECT AWARD

Reference No: 6532-00/2023/ SUB 24.2025

Subject: Invitation to submit an offer for National Expert for supporting the preparation of management plans for two selected River Basins

Vienna, 31. Oktober 2025

Dear Madam, Sir,

The Austrian Development Agency (ADA) intends to conclude a **service contract** in the context of/concerning **National Expert for supporting the preparation of management plans for two selected River Basins**.

Short description of the **services to be performed** and of the results/outputs to be achieved:

- This assignment's objective is to support the implementation of EU WFD and water Acquis through supporting the preparation and finalisation of the main reports of River Basin Management (RBM) Plans, for the Drin-Buna and Seman RBs. The Contractor is expected to support and work closely with the Coordinator of Output 2 and the key international expert on RBM.

The assignment will contribute to the achievements of project Output 2.

The **services to be performed** and the results/outputs to be achieved are summarized in the attached **Terms of Reference**.

The **estimated contract value** for the services is **EUR 12,500 (net)**.

Should you/your institution/your company be interested in this task, we would invite you to **provide us with your offer** in **ENGLISH language** at the **latest until 21 November 2025 Time 23:59** (in the time zone of Albania).

Please submit the offer to **EU4Rivers Project via e-mail: eu4rivers@ada.gv.at**

The offer should contain the following information:

Technical offer

- CV(s) of expert(s) proposed for the assignment:

Each proposed expert should provide a detailed CV highlighting their qualifications, relevant experience, and skills. The CV should include information such as educational background, professional experience, and specific expertise related to: - performing economic analysis of environmental elements and environmental economic assessment compliant to EU WFD principles - preparation of environmental assessments, analysis of issues and identification/mapping of the protected areas in compliance with the requirements of the EU WFD principles/approach - working with river basin management documents/reports in compliance with EU WFD principles; - mapping ecoregions, protected areas, habitats/species, etc. Good knowledge and understanding of the EU WFD and other related Directives for the environment / water management sector and understanding of the governance policy and strategy framework regulating the water sector in Albania. Language proficiency (especially English), and any relevant certifications or training relevant to the assignment.

For the details, please refer to the TORs.

- Information on availability of the proposed expert(s)

The proposed expert(s) should provide information on their availability to undertake the assignment within the specified timeframe and their ability to commit to the required number of working days (50 days). Any potential conflicts with other commitments should be disclosed.

- short description of the methodology and approach

A concise overview of the proposed expert(s)'s methodology and approach on supporting the preparation and finalization of the main reports of River Basin Management (RBM) Plans, for the Drin-Buna and Seman RBs. This description should outline how the expert(s) plan the assigned tasks to support the RBM development process and support the inter-institutional consultation process, the assigned tasks and the deliverables – text contribution on various chapters - Completed specific tables for status assessment linked with pressures for the two draft RBMPs - Identified list/summary of waterbodies at risk for achieving environmental objectives for the two draft RBMPs - Completed analysis of measures for individual or group of waterbodies for the two draft RBMPs.

Financial offer

- Remuneration for the services. The financial offer must be presented as an amount in Euro as per the attached template

Formal offer

- Legal authorization: The bidder must be authorized (according to the law of its country of origin) to provide the services. Required proof: business license or certified excerpt from the register of companies or other documents as foreseen by the laws of the country of its origin. If the laws of the bidder's country of origin do not require an authorization for the services to be provided, the bidder has to submit a respective written confirmation.
- Professional reliability, required proofs: extract from the Register of Companies (not older than three months) or equivalent certificate issued by a court or an administrative authority of the bidder's country of origin;

The offer must be **dated and legally valid signed**. The name of the signatory (in block letters) must be indicated at the signature.

Subcontracting the entire contract (100% of the services) is not permitted. Subcontracting parts of the services is permitted provided that the subcontractor provides of the necessary eligibility (legal authorization, professional reliability, and technical capacity for the execution of his part of the service).

Processing of Personal Data

During initiation and performance of contracts, ADA may process personal data of natural persons that are collected by ADA or transferred or disclosed to ADA by prospective contractors or third parties under their instruction, e.g., personal data of employees, legal representatives, agents or other partners of the prospective contractors or such third parties.

By submitting information to ADA, you, as a prospective contractor, acknowledge:

- to have taken note of ADA's Privacy Notice
<https://www.entwicklung.at/en/media-centre/privacy-notice> ('ADA Privacy Notice');
- to ensure that each direct or indirect transfer or disclosure of personal data to ADA during the initiation or performance of a contract is lawful pursuant to applicable data protection law;
- to ensure that all persons, whose personal data are transferred or disclosed to ADA, were promptly and demonstrably provided the ADA Privacy Notice; and
- that if a contract is concluded and in accordance with its terms, ADA publishes, in particular on the ADA website, information about the contract and the contracting parties.

Finally, we would like to underline that this is not an invitation to participate in a formal tender procedure but merely the invitation to submit a bid within the framework of a direct award procedure. The submission of an offer does not constitute any grounds for a legal claim towards ADA regarding the conclusion of a service contract.

If you are not interested or this time not in a position to offer the services in the time frame needed we would kindly ask you to inform us accordingly (if possible also giving a reason) to enable us moving ahead in the process.

We look forward to your reply and remain

Best regards

Austrian Development Agency

(electronically authorized)