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1. BACKGROUND INFORMATION

1.1. Partner country

Republic of Albania

1.2. Contracting authority

Ministry of Defence of the Republic of Albania

1.3. Country background

The Republic of Albania is a Balkan country in Southeast Europe. It is located to the North of Greece and to the South of Montenegro and Kosovo. To the West, it borders the Ionian (South) and the Adriatic (North) seas, in the Mediterranean Sea, for 450 km. Albania's land area totals 28,748 km². The country's average altitude is 700 meters above sea level, as 70% of the territory is mountainous. Albania has a subtropical Mediterranean climate, which involves mild and humid winters and hot and dry summers, with some continental influence. The mean annual temperature (1901-2016) is 11.5°C, and mean precipitation is 1019.8 mm. Albania is a highly biodiverse country. The mountainous topography, the different geological strata, types of soil and Mediterranean climate with some continental influence contribute to this diversity. About 17% of Albanian territory had protected status in 2016. Albania possesses important water resources. They are an important source of hydropower, producing 90% of the country's energy and providing irrigation for agriculture.

Since the early 1990s, Albania has implemented important structural reforms to promote equitable economic growth and improve governance and public service delivery. In a transition from a centrally planned to a market-oriented economy, this has included macroeconomic and fiscal sustainability, financial sector stabilization, energy reform, social assistance and disability reform, and territorial decentralization. After the EU's decision in March 2014 to open accession talks with the country, Albania is advancing the EU integration agenda. As part of the process, the country is transposing and implementing parts of the EU legislation - most national plans or actions, including in the environmental domain, are now designed to take into account policies and directives of the EU. Besides the EU, Albania is an active participant in multilateral organizations and agreements. The Republic of Albania is a signatory Party of the United Nations Framework Convention on Climate Change (UNFCCC), which was ratified by the Albanian Parliament in 1994. In April 2016, Albania signed the Paris Agreement. In December 2017 the Albanian Parliament unanimously approved a resolution confirming the country's commitment to Agenda 2030 and achievement of the Sustainable Development Goals (SDGs). In line with global and regional commitments and national priorities, Albania has made progress on environmental protection, climate change mitigation and adaptation, disaster risk management and prevention. In July 2019 Albania adopted Law 45 on "Civil Protection" and approved a National Climate Change Strategy and corresponding national mitigation and adaptation plans. These milestones have created the right baseline to define and develop a systemic approach to managing potential disasters' risks. The country has implemented several mitigation and adaptation projects and studies.

1.4. Current situation in the sector

For the past few decades, forest fires in Albania have increased in both number and intensity. Recent fire seasons, such as during 2007, 2011, 2012, and 2017, 2021 were some of the most destructive fire seasons Albania has faced in terms of number of fires and total amount of burnt area. Climate change is a leading contributor to this, due to rising temperatures and decreasing precipitation, which can lead to heat waves and droughts that dry out vegetation. Researchers predict that these factors will continue to increase the risk and frequency of large forest fires in the future. Forest fires pose significant property and health risks, especially in Wildland-Urban Interfaces (WUIs), where developed land borders closely with wild forest or grassland areas. Due to increased human activity and proximity to the forests, these areas experience an increased likelihood of forest fire occurrences.

These forest fires have negative environmental, economic and health effects that experts believe will worsen unless civil protection agencies take proactive measures to combat them. Multiple UN reports

have concluded that Albania's current civil protection system is inadequate at reducing the risks and impacts of all-natural disasters, including forest fires. Despite efforts such as the National Civil Emergency Plan (NCEP) in 2004 to improve the division of responsibilities and resource allocation in respect to civil emergencies, reports have highlighted a disconnection between many government ministries and disaster risk reduction. Firefighters and rangers are not able to carry out many of the proactive measures that the NCEP outlines to prevent fires such as controlled burning displays.

1.5. Related programmes and other donor activities

Support has been provided in the past by the EU and other development partners. There have been several attempts since 2000, supported by the WB, UNDP, GEF, SIDA, GIZ with various studies, guidelines, risk assessments, post disaster analysis etc. The main reasons for the lack of success have been: i) lack of a comprehensive approach; ii) absence of a strong political focus to address these issues; iii) lack of adequate human and financial resources; iv) poor coordination and cooperation among stakeholders and agencies involved v) targeting of partial results, pilots' vi) failure to adopt a participatory approach in project implementation.

2. OBJECTIVES & EXPECTED OUTPUTS

2.1. Overall objective

The overall objective to which this action contributes is Forest Fire Risk Reduction in Albania, with the aim to strengthening early warning system, response and prevention and monitoring capacities. By identifying and creating a useful database of information on a sample area, a comprehensive Map that will contain forest fire events and flight obstacles for the selected zones, will be generated.

2.2. Specific objective(s)

The specific objectives of this contract are as follows:

- Determine the legal framework for fire management,
- Identify trends related to Albanian forest fires, and areas that are affected by fires in the recent years,
- Examine fire prevention, monitoring and extinguishing practices,
- Field survey for road infrastructure, water supply points, electrical or gas lines,
- Determination of flight risk and obstacles in the area.

2.3. Expected outputs to be achieved by the contractor

The expected outputs of this contract are as follows:

- Updated road infrastructure network, which will be categorized
- Accurate field position measurement of water points (if any) and suggestion of areas where such points can be constructed
- Support network for fire evacuation plan
- Flight risk map with tree height from LiDAR measurements of 2018, overhead power lines, buildings etc.
- Investigate the potential for the placement of evacuation signals near urban areas

3. ASSUMPTIONS & RISKS

3.1. Assumptions underlying the project

- Continued commitment of the Government of Albania to the civil protection and disaster risk management agenda,
- By laws and regulations of Fire Forest Management are adopted and enforced,
- All relevant public institutions, private structures and stakeholders involved understand and endorse practices of disaster risk management and support the activities under the project,
- By the start of the project implementation the National Agency of Civil Protection commits to provide the necessary infrastructure, environment and participating staff for the project implementation,
- The effectiveness and sustainability of the process depend practically on the commitment of interested parties.

3.2. Risks

- Lack of agreement on priorities and proposed approaches,
- Weak inter-institutional cooperation among units and with the project,
- Limited access in selected zones to perform measurements,
- Limited local units coordination and technical capacities to support the contractor.

4. SCOPE OF THE WORK

4.1. General

4.1.1. Description of the assignment

This project will provide results from a field survey and a technical analyse of the targeted area. A Map will be delivered with information useful for the management of forest fire events, the management of flight activities (survey of obstacles to flight) and other relevant data to be used in the future and replicated in other fire exposed areas.

4.1.2. Geographical area to be covered

Protected area of Dajti Mountain

4.1.3. Target groups

Ministry of Defence

National Agency of Civil Protection

National Forest Agency

National Agency of Protected Areas

Municipality of Tirana

Fire and Rescue Service Units

4.2. Specific work

Output 1: Experimental Forest Fire technical map AIB

Create a map that includes the most affected areas of forest and pasture inventory, seasonally. This map will be a reference in planning and evaluation of forest management documents.

Output 2: Flight obstacles and risk for the area

Create a map that describes the aerial space around the area, with its physical and natural obstacles. Another important result of this output will be the calculation of response from the nearest aerials vehicles locations.

Output 3: Updated road network of the area, electrical and gas lines

Field survey of road infrastructure, classification of the roads based on the accessibility and functionality capacities. Determination of electrical lines, and water supply bodies etc.

Output 4: Urban-Forest Interface areas

Map that describes links between urban areas and the areas affected from forest fires, etc.

4.3. Project management

4.3.1. Responsible body

Ministry of Defence of the Republic of Albania (Contracting Authority) and the National Civil Protection Agency.

4.3.2. Management structure

As the General Secretary of the Ministry of Defence is the legal Representative of the TO BE READY project, he is also the authority where the expert should report about its activities and their plan of implementation.

The National Civil Protection Agency is another responsible structure for this project, and all the activities should be implemented based on mutual consultation.

4.3.3. Facilities to be provided by the contracting authority and/or other parties

All equipment and facilities needed for the project implementation are to be provided by the contractor.

5. LOGISTICS AND TIMING

5.1. Location

The operational base of the project is Tirana, Republic of Albania.

5.2. Start date & period of implementation of tasks

The intended start date is < 6.6.2022 > and the period of implementation of the contract will be < 2 > months from this date. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

6. REQUIREMENTS

6.1. Staff

Civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

6.1.1. Key experts

Key experts are not required.

6.1.2. Other experts, support staff & backstopping

The following minimum expertise, shared between minimum 3 experts, is required for implementation of the project. The number of experts, their schedule and work methodology must be part of the technical proposal of the tenderer and will be part of the evaluation.

- Expertise in land surveying and geographical information systems (GIS).
- Expertise in photointerpretation, satellite imagery/orthophotos.
- Expertise in forestry and data management.

6.2. Office accommodation

Office accommodation for each expert working on the contract is to be provided by the contractor.

6.3. Facilities to be provided by the contractor

The contractor shall ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

The beneficiary will provide its own team with the necessary technical infrastructure and facilities needed for the project implementation.

6.4. Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract.

7. REPORTS

7.1. Reporting requirements

The contractor will submit the following reports in <Albanian and English>, one <1> original and three <3> copies:

- **Inception Report** of maximum 12 pages to be produced after <2 weeks> from the start of implementation. In the report the contractor shall describe e.g., initial findings, progress in collecting data, any difficulties encountered or expected in addition to the work programme and staff travel. The contractor should proceed with his/her work unless the contracting authority sends comments on the inception report.
- **Draft final report** of maximum <50> pages (main text, excluding annexes). This report shall be submitted no later than one month before the end of the period of implementation of tasks.

- **Final report** with the same specifications as the draft final report, incorporating any comments received from the parties on the draft report. The deadline for sending the final report is <10> days after receipt of comments on the draft final report. The final report must be provided along with the corresponding invoice.

7.2. Submission and approval of reports

The report referred to above must be submitted to the contracting authority identified in the contract. The working group of CA is responsible for approving the reports.

8. MONITORING AND EVALUATION

8.1. Definition of indicators

Deliverable	Submission deadline (after the Contract starting Date)	Percentage of payment of the global price
Approved inception report	Within 2 weeks from starting of implementation	20%
First Draft of Final Report	Within one month before the end of the period of implementations of tasks	65%
Final Report Acceptance	Acceptance 10 days after receipt of comments on the draft final report	15%

8.2. Special requirements

< N/A.>