



Terms of Reference

Development of a Project Document for a water-energy-agriculture Nexus intervention at the Gjanci reservoir in Korca, Albania

In the framework of the project

“Promoting the Sustainable Management of Natural Resources in South-eastern Europe, through the use of the Nexus approach”

funded by the Austrian Development Agency (ADA),

implemented by the Global Water Partnership-Mediterranean (GWP-Med)
in partnership with the United Nations Economic Commission for Europe (UNECE)

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1. Introduction & Background

The Water-Energy-Food-Ecosystems Nexus (“Nexus”) approach has been introduced in the natural resources management agenda in order to enhance water, energy, and food security, while preserving ecosystems and their functions. The Nexus approach provides for an integrated and coordinated approach across sectors, with a view to reconciling potentially conflicting interests as they compete for the same scarce resources, while capturing existing opportunities and exploring emerging ones.

The Nexus approach is quite pertinent in South-East Europe (SEE), especially given the Region’s rich water and forest resources, the high share of hydropower in the energy mix, the key role of agriculture and the many pristine natural areas, as well as the commitment of the Economies in the Region towards sustainable development and integrated management of natural resources.

The overall aim of the “**SEE Nexus Project**”¹ is to introduce the Nexus approach in and catalyse action for its adoption and implementation in SEE. With activities focusing on the transboundary basins of the Drin and Drina rivers and in Albania, the Project facilitates Nexus Dialogue Processes involving a broad range of stakeholders, and the development of technical Nexus Assessments exploring cross-sectoral interlinkages, while enabling conditions for financing actions to address issues of priority.

For the Project’s activities in Albania, the government’s Thematic Group on Water Resources (TGWR), consisting of representatives of Ministries and Agencies related to the management of water resources, also serves as an Advisory Board.

Aiming to maximise its usefulness for the beneficiaries and lead to tangible outputs, the SEE Nexus Project supports the preparation of full Project Documents for the implementation of solutions addressing Nexus-related issues/challenges with cross-sectoral benefits. The individual issues have been identified in consultation with key institutions and stakeholders in the respective areas of focus, and based on the findings of the Nexus Assessments as well as on key strategic policy documents and action programmes.

More information on the Project and its activities is available at <https://gwp.org/seenexus>

2. Objective of the Assignment

To prepare a full Project Document -as described in detail below- for a water-energy-agriculture Nexus intervention at the area around the Gjanci reservoir in Korca, Albania. Viable opportunities for financing will also be identified.

3. Background, scope and aims of the proposed Project

Korca municipality is located in the south-east part of Albania. The total population of Korca municipality is 75,994 (2011) and its total area 805.99 km².

The municipality is rich in water resources, with the Devoll and Osumi rivers passing through its area. The rainfall intensity has a seasonal character where the largest amount falls during the cold winter season and partly in autumn and spring. 60% of the annual rainfall falls in the period October-February. Annual rainfall in the Korca municipality is approximately 672 mm on average or 113 rainy days.

¹ Funded by the Austrian Development Agency (ADA) and implemented by the Global Water Partnership-Mediterranean (GWP-Med) in partnership with the United Nations Economic Commission for Europe (UNECE)

In terms of socio-economic development, agriculture contributes in 39% of the gross domestic product for the whole region. The water for irrigation purposes is extracted from different sources as surface water from reservoirs, underground water through wells.

The main source of water for irrigation is from Gjanci reservoir. The water in the reservoir is taken from the Osumi river transported through open channels. The administrative units as Mollaj, Drenove, Voskopoje and one part of the Bulgarec use the water from the Gjanci reservoir through two main channels: Floqi and Pulahe. Additionally, a small hydropower plant uses water from the reservoir.

A key challenge identified is the poor and outdated irrigation and drainage infrastructure and overall irrigation management. Further, farmers argue that the water availability is not sufficient to meet demand during irrigation season, while water distribution is not carried out farm-based (individually) but is distributed for the whole farmers at the same time often resulting to some of the farmers left with less water. Finally, there is incomplete information available on the actual water allocation from the reservoir to different users.

At the same, opportunities exist for on-site renewable energy installations which could generate electricity to power irrigation pumps and enhance security of supply overall.

The aim of the Assignment is the preparation of a full Project Document –to the level of a **pre-feasibility study**- for an intervention that will address the above.

More specifically, a list of indicative **components and actions** to develop the work requested is presented below. The list is not exhaustive, and the consultant is expected to enrich this appropriately as part of the Inception Report:

1. Assessment of the socio-economic conditions in the target area, including economic aspects regarding agriculture, energy, land use.
2. Assessment of the water balance/availability and water quality in the target area, as well as of the water demand in the target area for irrigation (based on current assumptions and projections for variables such as crop selections) and energy production, and for all other water services
3. Assessment of the current state of irrigation & drainage and flooding infrastructure as well as of related management practices in the target area, and to what extent it meets the current and projected water needs for irrigation. Identification of the ownership status of the reservoir and existing irrigation infrastructure and of any related governance or legal issues. Identification of options to improve irrigation infrastructure and management practices to improve overall efficiencies, including through the use of Information and Communication Technology (ICT) solutions for irrigation to achieve water savings and increase crop production and water productivity.
4. Estimation of the energy demand for current and projected water pumping in the target area.
5. Identification of technical solutions for installing renewable energy sources (RES) in the area in order to meet the energy needs for irrigation (e.g. floating solar on the reservoir, solar on land or irrigation canals, wind turbine, biomass etc) and prepare a preliminary comparative techno-economic assessment.
6. Identification of options for the ownership of the RES installation and proposal of a business model for its operation, including through an “Energy Cooperative” model involving local stakeholders and farmers.
7. Identification of any legal or institutional barriers to establish such a scheme and proposal of recommendations to overcome them.

8. Enhancement of the coordination among all related local and national stakeholders (e.g. Municipality, Irrigation Board, farmers, HPP operator, Ministry of Agriculture and Rural Development, Ministry of Infrastructure and Energy, Water Resources Management Agency - AMBU, etc). AMBU should be invited to have the responsibility for coordination related to institutional aspects, together with the municipality of Korca.

4. Methodology and tasks

For the preparation of Project Document, the consultant is expected to perform the following tasks:

Task 1: Desk studies and identification of stakeholders – Inception Report

The consultant will:

- a. identify and review all national policy documents, strategies and action plans that are related to the issue to be addressed by the project proposal
- b. identify and review the findings of all recent or ongoing programmes / projects focusing on similar topics and implemented in South-East Europe.
- c. identify all the key stakeholders and beneficiaries from all related sectors, at all levels that need to be engaged and/or consulted for the development of the Project Document.
- d. Identify key financing sources and instruments, including International Financing Institutions (IFIs), that could finance the proposed Project; explore their prerequisites in the context of an application for financing, and suggest potential restructuring or supplementary materials in the content and structure of the Project Document (Annex 1) in order to fully align it with the specific requirements of the financing source/instrument
- e. suggest potential restructuring of the content and structure of the Project Document (Annex 1) as well as potential provision of supplementary materials, as necessary to address any needs arising from the technical nature of the project, and which are currently not covered in Annex 1.

The above will be captured in an **Inception Report** which will include among others:

- the information collected through Tasks 1a and 1b above
- a description of the approaches/methods to be followed for the development of the Project Document
- list of stakeholders to be consulted and draft plan of consultations
- information gaps that were identified and suggestions to overcome them
- key relevant financing sources and instruments and suggestions to align the structure and content of the Project Document to align with their financing application requirements
- detailed work plan for the development of the Project Document

GWP-Med can assist in the identification of related policy documents, projects and/or stakeholders.

Task 2: Consultations and formulation of concept notes

The consultant is required to plan and conduct consultations (physical or virtual) with the key stakeholders identified under Task 1, with the aim to harvest and understand the needs and expectations of the stakeholders and beneficiaries related to the project proposals, so as these are reflected in the Project Documents to be prepared. AMBU will be invited to have the coordination role in the consultations, together with the municipality of Korca

Based on the outcomes of these consultations, as well as on the findings of the Desk study under Task 1, a **Concept Note** will be prepared outlining how the Project Document will address the **components**

and actions mentioned in Section 3 “Background, scope and aims of the proposed Project” above, and will have in an Annex a report on the consultations. The Concept Note will then be discussed with the beneficiaries and GWP-Med. Once finalised, it will be the basis for the development of the full Project Document (see next task).

Travel costs associated to the missions will be covered by the consultant (to be included in the financial offer) at no additional expenses to the contractor.

Task 3: Development of the full Project Documents and of a Note on Potential financing and partnership mobilisation

Based on the results from Tasks 1 & 2, the consultant will develop the full Project Document. It should follow the required content and structure of the **Annotated Table of Contents for the Project Document (Annex 1 to the ToR)**. It should also include as Annexes **the LogFrame, the Workplan and the Budget of the eventual Project**. Templates for these are available as **Annexes 2-4** to the present ToR. Note that as indicated under Task 1, the documents included in Annexes 1-4 may be restructured, or supplementary materials may be included, following a related proposal of the consultant and agreement with GWP-Med.

The draft Project Document and accompanying material will be submitted to the beneficiaries for comments. The final Project Document and accompanying material should address all comments that may be received.

In parallel, the consultant will develop a **Note on Potential financing and partnership mobilisation**. In this Note, the consultant should:

- i. identify the most relevant available sources and instruments of financing (public, blended and private) which could support the eventual implementation of the intervention described in the Project Document
- ii. propose viable partnerships with relevant technical and/or developmental institutions and organizations

For each of the key sources or instruments of financing identified under (i), the following information should at least be provided: Name/title, Structure, Objectives and Programmatic scope, geographic scope, selection criteria, Programme cycle, available budget, recent relevant projects financed in SEE, application procedure and requirements, identification of gaps in terms of eligibility and/or required documentation.

In the Note, reference should also be made to relevant public-private partnerships (PPP) experience in the countries of focus, including on business support programmes.

5. Deliverables/Outputs

The deliverables/outputs of this assignment are:

1. **Inception report**, as described under Task 1 above
2. **Concept Note as a result of the desk study & consultations**, as described under Task 2 above, including as Annex the reports of the consultation meetings
3. **Draft full Project Document** as per the requirements described in Task 3 above, for commenting purposes.
4. **Final version of the full Project Document** where comments are fully addressed.
5. **Note on Potential financing and partnership mobilisation**, as described under Task 3 above.

6. Contract price, duration, schedule of deliverables and payments

The maximum fee for this assignment is **45,000 EUR**. This amount includes all other costs, income taxes and any other amount payable or cost that may be required for the completion of the work/service, including VAT.

The overall duration of the contract will be for a maximum of **6 months** after contract signature.

An advance payment of 20% of the offered price will be made following the contract signature. All other payments will be made upon acceptance and verification of the related deliverables, as laid out in the table below.

Table: Schedule of deliverables and payments

Tasks	Deliverables	Deadline	Payment Schedule
1. Desk studies and identification of stakeholders – Inception Report	D1. Inception Report (See under “4. Methodology and tasks” for details)	1 month after contract signature	Tranche 1: 20%
2. Consultations and formulation of a concept note	D2. Concept Note, including reports of consultations (See under “4. Methodology and tasks” for details)	2 months after contract signature	Tranche 2: 30%
3. Development of the full Project Document and of a Note on Potential financing and partnership mobilisation	D3. Draft Project Document	4 months after contract signature	Tranche 3: 50%
	D4. Note on Potential financing and partnership mobilisation	4 months after contract signature	
	D5. Final Project Document	5 months after contract signature	

7. Selection Criteria (pass / fail)

Successful participant (Natural or Legal Person or Entity):

- Must have a record of minimum 5 projects over the last 10 years of comparable budget, nature and degree of complexity relevant to those required for this Contract.
- Their average annual turnover for the last three financial years must be at least equivalent to the maximum amount of this call.
- Must be enrolled in one of the official professional or trade register kept in their country of registration.
- The proposed Team Leader must have
 - o University diploma (MSc or equivalent) in a field relevant to the Assignment (e.g. Water resources management, Natural resources management, Environmental management, Agriculture & Rural Development, Energy Policy, electrical Engineering)
 - o Excellent oral and written communication skills in English.

8. Qualification and Experience

Participants in the call are required to have solid experience in developing and managing complex projects in the field related to the tasks described in the ToR. This needs to be demonstrated in the **Technical Offer** to be submitted as part of the application. A template for the Technical Offer form is available in the Call for Offers.

The Technical Offer Form consists of the following sections:

- Section 1: Expertise and work experience
- Section 2: Approach and Methodology

Regarding Section 1: Expertise and work experience:

The scope of work requires an interdisciplinary team of skilled experts with previous experience in activities similar to those that this assignment entails.

The required qualifications for all experts to be engaged in this assignment are presented in Table 1 below. The inclusion of experts so as the team responds to every area of expertise defined in the table below is mandatory. If the qualifications of an expert cover the requirements of more than one area of expertise, that expert can be also proposed for these other areas. Qualifications additional to the minimum requested per category will receive additional score under the evaluation process as described in the section Evaluation Process and Awarding Criterion. In addition, the Participant may propose -as they deem appropriate- additional experts covering other specific areas of expertise.

Failure to provide the minimum required qualifications is considered ground for disqualification.

Table 1 – Required qualifications for the Team of Experts

Expert #	Areas of expertise	Qualifications
1.	Agriculture expert	<ul style="list-style-type: none">○ At least University degree in the field of Agriculture, or Rural Development, or Forestry or a directly related field.○ Minimum 10 years of professional experience in the field of Agriculture, or Rural Development, or Irrigation & Drainage policies (Required).○ Minimum 4 assignments/projects in Albania relevant to Agriculture, or Rural Development, or Irrigation & Drainage (Required).
2.	Energy Policy expert	<ul style="list-style-type: none">○ At least University degree in the field of Engineering or Energy Policy or a directly related field.○ Minimum 10 years of professional experience in the field of energy (Required).○ Minimum 3 assignments/projects in Albania relevant to renewable energy (Required).
3.	Water Resources Management expert	<ul style="list-style-type: none">○ At least University degree in water resources management, or environmental engineering/management, or a directly related field.○ Minimum 10 years of professional experience in the field of water resources management (Required).○ Minimum 3 assignments/projects in Albania relevant to water resources management (Required).

9. Evaluation Process and Awarding Criterion

The Award criterion is the most economically advantageous tender on the basis of best price / quality ratio.

Offers qualified in terms of exclusion grounds and selection criteria will be further evaluated on the basis of the requirements presented under section “Qualification and Experience”, as follows:

(1) Criterion	(2) Weighting (w)	(3) Points of criterion (c)	(4) Score = (2) x (3)
Section 1: Expertise and work experience	75% total		
<i><u>Agriculture expert</u></i>			
At least University degree in the field of Agriculture, or Rural Development, or Forestry or a directly related field.	5%		
Minimum 10 years of professional experience in the field of Agriculture, or Rural Development, or Irrigation & Drainage policies (Required).	10%		
Minimum 4 assignments/projects in Albania relevant to Agriculture, or Rural Development, or Irrigation & Drainage (Required).	10%		
<i><u>Energy Policy expert</u></i>			
At least University degree in the field of Engineering or Energy Policy or a directly related field.	5%		
Minimum 10 years of professional experience in the field of energy (Required).	10%		
Minimum 3 assignments/projects in Albania relevant to renewable energy (Required).	10%		
<i><u>Water Resources Management expert</u></i>			
At least University degree in water resources management, or environmental engineering/management, or a directly related field.	5%		
Minimum 10 years of professional experience in the field of water resources management (Required).	10%		
Minimum 3 assignments/projects in Albania relevant to water resources management (Required).	10%		
Section 2: Approach and Methodology	25% total		
Approach to the requested Assignment: detailed description of the methodology how the Participant will achieve all objectives and tasks and deliver all outputs as described in the Terms of Reference of the assignment, keeping in mind the appropriateness to local conditions.	20%		

Risks / Mitigation Measures: description of the potential risks for the implementation of this assignment that may impact achievement and timely completion of expected results as well as their quality. Describe measures that will be put in place to mitigate these risks.	5%		
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Scoring for each evaluated section will be made as following:

Section 1 – Expertise and work experience: For Section 1 score starts at 100 points (when minimum requirements are met) and can reach 150 points depending on the description of the participant and the number of projects implemented in excess of those required as a minimum. (100p Base +10p for extra criteria over base up to 50 additional points)

Section 2 – Approach and Methodology: For Section 2, score starts at 100 points and can reach 150 points depending on the length, detail, depth, and structure of the information provided.

Each Section/evaluation criterion is evaluated autonomously. The final scoring of each evaluation criterion is the outcome of its scoring multiplied by the corresponding weighting factor. The overall score of the technical offer is the sum of the final scoring of all the Sections/evaluation criteria.

The overall score of the technical offer is calculated on the basis of the following formula:

$$B_i = w_1 \times c_1 + w_2 \times c_2 + \dots$$

For the overall score which will determine the ranking of offers, technical evaluation will be weighted with 80%, and the financial offer with 20%.

The final listing of the most advantageous offers will be made on the basis of the following formula:

$$\Lambda_i = 0.8 * (B_i/B_{max}) + 0.2 * (K_{min}/K_i).$$

Where:

- Bmax: the max score received by the best of the technical offers received
- Bi: the score of the technical offer
- Kmin: The cost of the financial offer with the minimum price offered.
- Ki: The cost of the financial offer

The most advantageous offers is the one with the greater value of Λ .

In case of equality of overall scores, the winning proposal is the one whose corresponding technical proposal received the highest rating.

10. Monitoring and Progress Controls

Mr. Tassos Krommydas, Senior Programme Officer and Mr. Meivis Struga, Programme Officer at GWP-Med, will be providing oversight and guidance from the side of the Project Team. Coordination calls between the consultant and the Project Team will be held at least monthly, to monitor the progress with regard to the workplan submitted with the Inception Report.

Services will be rendered and will be considered completed upon approval of the deliverables by the Project Coordinator and the GWP-Med Executive Secretary.

11. Place of Performance

This assignment is home based, with possible field missions for consultations. The tasks will be carried out from a place of the Consultant's preference.

12. Terms and Conditions

- *Language*

The language of the deliverables/outputs is English.

- *Data and information*

GWP-Med can assist in the identification of related policy documents, projects and/or stakeholders.

The consultant is responsible to collect all additional information and data necessary for the completion of this assignment. Missing information (from any side) would not be considered as eligible reason for not completing the tasks.

- *Submission of data, reports and other material produced*

All primary data, reports, and other documentation produced during this assignment shall be made available to the Project Team in electronic format. All data acquired, and products developed during the assignment will be in the ownership of the SEE Nexus Project and cannot be used by the Consultant and its team without prior written permission.

- *Cooperation requirements*

The Consultant is expected to work closely with the Project Team and the beneficiaries (visited during the field missions).

- *Review and quality assurance*

Review of the work carried out by the Consultant throughout the implementation of the assignment as well as review of the deliverables may be carried out by an independent external expert or expert team.

Review of the project final deliverables may be carried out by relevant experts or Expert Working Groups of the beneficiaries.

All relevant comments and suggestions made by the reviewer(s) will have to be taken into consideration by the Consultant and integrated in the final versions of the deliverables.

- *Public consultations / meetings*

The responsibility for organizing any required workshops or working meetings will be shared between the Consultant and the Project Team. The Consultant shall be responsible for: preparation of working material invitations, agenda, technical specifications etc. ensuring participation of the key team members as required, preparation of minutes etc. The Project Team will be responsible for: distributing the invitations and enabling participation.

13. Annexes

Annex 1 – Annotated Table of Contents of the Project Document

Annex 2 – LogFrame Matrix template (for the Project Document)

Annex 3 – Workplan template (for the Project Document)

Annex 4 – Budget template (for the Project Document)