Terms of reference:

Integrated Climate Change Adaptation (CCA) and Flood Risk management Strategy and Plan for the Drin River Basin

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In the framework of the: "The Integrated Climate-Resilient Transboundary Flood Risk Management in the Drin River Basin in the Western Balkans" (Drin FRM Project)

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Introduction

Cooperation in the extended Drin basin

1. The Drin Basin extends in a large part of the Western Balkans (nearly 19 000 km^2); it is populated by more than 1,6 million people. It consists of several sub-basins, the uppermost of which is that of the Prespa Lakes, while the lowest that of the Buna/Bojana River, adjacent to the Adriatic Sea. Shared among Albania, Greece, Kosovo*[1], Montenegro, and North Macedonia (the five 'Riparians'), the Drin River Basin provides water resources for drinking, energy, fishing, and agriculture, biodiversity, tourism and industry.

2. Coordinated action at the Drin Basin level has been absent until the development of the Shared Vision for the sustainable management of the Drin Basin and the signing of a related Memorandum of Understanding (Tirana, 25 November 2011) by the Ministers of the water and environment management competent ministries of the Drin Riparians.

3. The main objective of the Drin MoU is the attainment of the Shared Vision: "*Promote joint action for the coordinated integrated management of the shared water resources in the Drin Basin, as a means to safeguard and restore, to the extent possible, the ecosystems and the services they provide, and to promote sustainable development across the Drin Basin*".

4. Following the provisions of the MoU an institutional structure was established in 2012. It includes:
   - The Meeting of the Parties.
   - The Drin Core Group (DCG). This body is given the mandate to coordinate actions for the implementation of the MoU.
   - Four Expert Working Groups (EWG) to assist the DCG in its work:
     - Water Framework Directive implementation EWG.
     - Monitoring and Information exchange EWG.
     - Biodiversity and Ecosystem EWG.
     - Floods EWG.

   The DCG Secretariat provides technical and administrative support to the DCG; Global Water Partnership – Mediterranean (GWP-Med) serves by appointment of the Parties through the MoU as the Secretariat.

5. The Parties to the MoU agreed to undertake concrete short-, medium- and long-term actions to address various issues, towards the integrated management of the Basin; Developing cooperation and measures to minimize flooding especially in the lower parts of the Drin Basin is one of the 7 identified issues (Article 3, iii) and enhancement of cooperation in the field of

[1] * Stands for (here and after): This designation is without prejudice to positions on status and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

flood risk preparedness, management and mutual support is one of the short-term actions (Article 4, d) that should be implemented for achieving the MoU objective.

The Drin Coordinated Action

6. While the process of cooperation is on-going, a number of activities have already been implemented under the Drin Coordinated Action for the implementation of the Drin MoU.

7. The Global Environment Facility (GEF) supported project "*Enabling transboundary cooperation and integrated water resources management in the extended Drin River Basin" (GEF Drin Project, 2016-2021)* implemented by UNDP and executed by the Global Water Partnership (GWP) through GWP-Mediterranean (GWP-Med) has been pivotal in the implementation of the Drin MoU.

8. The GEF DRIN Project resulted in the development and the endorsement by the Drin riparians of the joint Strategic Action Plan (Drin SAP, 2020) with more than 100 actions to be implemented in the short-, medium- and long-term. The SAP further substantiates the Drin MoU. Under the SAP Goal 3: *Develop cooperation and measures to minimise flooding especially in the lower parts of the Drin Basin* Objective 1 was set to be: Management of floods risks, and droughts risks by 2030 (please see Drin SAP for more details).

9. The Adaptation Fund supported Project entitled "*The Integrated Climate-Resilient Transboundary Flood Risk Management in the Drin River Basin in the Western Balkans"* (Drin FRM Project) is designed so it is supportive to implementation of the Drin SAP's Goal 3. The Drin FRM Project provides the framework for this assignment (more details are available in the AF project document and bellow section).

Drin FRM Project

10. *The Integrated Climate-Resilient Transboundary Flood Risk Management in the Drin River Basin in the Western Balkans"* (Drin FRM Project, 2019-2024) is executed by the UNDP Istanbul Regional Hub (IRH). For the delivery of specific regional activities, the IRH has engaged the Global Water Partnership Organization (GWP) as a Responsible Party for the Project's Outcome 2.

11. The objective of the project is to assist the riparian countries in the implementation of an integrated climate-resilient river basin flood risk management approach to improve their existing capacity to manage flood risk at regional, national and local levels and to enhance resilience of vulnerable communities in the Drin River Basin (DRB) to climate-change induced floods.

12. Drin FRM Project is implemented through three components: Component 1 – Hazard and risk knowledge management tools; Component 2 -Transboundary FRM institutional, legislative and policy framework and Component 3 -Priority community-based climate change adaptation and FRM interventions.

13. This assignment is part of Outcome 2: "*Improved institutional arrangements, legislative and policy framework for FRM, and development of climate change adaptation and flood risk management strategy and plans at the basin, sub-basin, national and subnational levels*"- Activity/ Output 2.3 – Drin River Basin Integrated CCA and FRM Strategy and Plan Developed.

14. Integrated Climate Change Adaptation (CCA) and Flood Risk management Strategy and Plan for the Drin River Basin (hereinafter FRMS and FRMP[2]) is to be designed to be overarching planning policy for the management of the floods in the Drin Basin and will necessarily build on and integrate the outputs of the AF project and the GEF Drin project (among others).

Background

15. The Drin riparians are increasingly exposed to the impact of climate change. They are experiencing increased periods of extreme heat in the Summer months and increased rainfall during the cooler seasons. According to long-term projections, the average annual temperature will increase by 2° C to 3° C by 2050 and precipitation will decrease in Summer, resulting in longer dry periods followed by more sudden heavy rainfalls. This combination increases the likelihood of floods as well as their destructive nature.

16. Historical flood data from the Western Balkans suggests a more frequent occurrence of flood events, characterized by more extreme and more rapid increase in water levels, attributed to an uneven distribution of precipitation and torrential rain, particularly over the last decade. More and larger areas and, therefore, a greater population numbers are being affected by flooding with a strong impact on national economies.

17. The indicative maps show that there is extensive flooding on the White Drin in Kosovo*, extensive flooding in the Struga area around Lake Ohrid in North Macedonia, and high risk areas all along the valley of the Black Drin affecting several settlements in the relatively narrow floodplains there. In the downstream part of the basin, in the Lake Skadar/Shkodra area, there is extensive flooding, which affects the concentration of settlements there, in both Albania and Montenegro. Both high resolution flood hazard maps and flood risk maps for the Areas of the Potentially Significant Flood Risk (APSFRs) in the Drin Basin developed under the AF Drin FRM but also the other projects will be provided to the consultant at the beginning of the assignment (as listed in Annex II).

[2] The FRMS and FRMP will be founded in the Integrated flood management and EU acquis principles -See 32 (b)

18. Therefore, flood risk in the Drin Riparian countries is an important disaster factor as the frequency of floods has been observed to be increasing over time. The socio-economic vulnerability is high due to the high (9-21%) poverty rate of the Riparian countries. Poverty and unemployment are particularly widespread in rural and mountainous areas of the basin. Vulnerability factors also include poor urban planning, unsustainable water management and agricultural practices, deforestation, industrial pollution, and poor waste management in areas highly exposed to flooding.

19. In Albania, the 2010 flood event resulted in $35 million USD in damages, while in Montenegro it resulted in $45 Million USD, most of which occurred in the downstream areas of the Drin Basin. Hence a minimum of $80 Million USD in damages resulted. The average expected losses for Albania per year are estimated to be around $3.2 million USD, which if prorated, would result in average annual damages of about $10 million basin wide.

20. However, despite increasing damages record, flood management in the Drin Riparians is still focused on controlling floods in terms of draining flood water as quickly as possible to the next water body, store flood water temporarily, or to separate the river from the population in terms of river engineering works. Another emphasis has been recently made on emergency response and recovery once a flood occurs.

21. A recent review of the legal framework for flood management in the DRB done under the AF project[3] reveal that national flood legislations are based on the provision of the EU floods directive[4] as all of the Drin Riparians are in EU accession/candidate status although with different levels of harmonization and implementation achieved. National Flood management plans based on flood risk maps are under development in all the Drin Riparians– primarily with the financial and technical assistance of the EU. More details can be found in Policy and legal framework assessment report available as background documentation as listed in Annex II.

22. Institutional framework for flood risk management in the Riparian countries is highly fragmented in terms of competencies and suffers from overlapping/conflicting responsibilities of institutions. Mandates need to be clarified at national and sub-national levels, with clear assignment of responsibilities among institutions. In addition, existing institutional capacities needs to be significantly straightened and improved to be able to implement sustainable flood management at national but also on the basin wide scale.

23. Basin wide policies need to be fully developed and implemented as well as comprehensive financial risk transfer mechanisms. Limited monitoring: non-reliable, non-harmonized and limited sharing of data among institutions within and between countries needs to be

[3] Review of the legislative and policy framework in Integrated Flood Risk Management (IFRM) in the Drin basin

[4] Directive 2007/60/EC on the assessment and management of flood risks requires Member States to first carry out a preliminary assessment (by 2011) to identify the river basins and associated coastal areas at risk of flooding. For such zones they would then need to draw up flood risk maps (by 2013) and establish flood risk management plans focused on prevention, protection, and preparedness (by 2015). The Directive applies to inland waters as well as all coastal waters across the whole territory of the EU. The Drin Riparians have mainly transposed respective EU legislation with prolonged deadlines for implementation set.

improved along with consultation and coordination mechanisms – to comprehensively address flooding at the basin scale. More insight can be found in background documentation as listed in Annex II.

24. Public participation mechanisms in all the Drin Riparians are in existence and used in developing of the national policies. However, those mechanisms are often lacking the wide public participation limiting discussion only to technical and/or legal matters among institutions and members of institutions. Identification and involvement of full array of the stakeholders (that are to be affected from social-economic point of view) is usually missing.

25. According to the EUFD European Member States must coordinate their flood risk management in shared river basins and based on the principle of solidarity, not undertake measures that have the potential to significantly increase flood risk for countries up- or downstream in the same river basin. The Floods Directive encourages the development of one single international FRMP for transboundary basins.

26. Despite floods being predominate hazard factor and findings summarized above, there is no basin flood risk management strategy or/and plan addressing climate-induced flood risks in place. Flood risk management investment is not supported by robust climate-risk informed analysis, and there are no investment plans and no comprehensive financial risk transfer mechanisms to address flooding.

27. National flood management measures have been designed with "traditional" approaches (see para 20) while the recorded events and economic losses have questioned their efficiency and sustainability on long-term. Full integration of socio-economic and environmental effects in process of defining and selection of measures is still at early stages and a basin wide approach including transboundary effects is usually not fully considered by any of the Drin Riparians.

28. This calls for paradigm shift: from traditional management of floods risk at national level to integrated management of the flood risk at the basin level.

29. This assignment will assist the Drin Riparians to move step further and enable them to address effectively flood risk management on integrated manner at the Basin scale by development of **the Drin River basin FRM strategy (FRMS) and action plan (FRMP)** following the principles of EU acquis and IFRM.

Detailed requirements are presented in the section below.

Aim and Objectives of the assignment

30. The aim is to enhance flood risk management at the Drin Basin level by defining common strategy, objectives and measures that would integrate transboundary basin wide planning needs into the national policy documents. Through this risk-based and plan-led approach, flood management will improve for individuals, communities, and businesses at risk in the Drin Basin.

31. Objective is to develop Drin River Basin FRM strategy (FRMS) and action plan (FRMP) for the implementation of the strategy to be adopted by the Drin Riparians.

General approach

32. To achieve the objectives under this assignment, the Consultant will:

a) Need to reach a very good understanding of the: i) current situation in the FRM in the Drin Riparians ii) results and outputs of the GEF Drin Project and iii) results and outputs of the Drin FRM project. The core elements of the future FRMS and FRMP are already developed and are available as background documentation listed in Annex II and should be fully utilized while development of the assignment[5].
b) Develop FRMS and FRMP on the principles defined by the EU Flood Directive and IFRM[6]
c) Consider guidelines of the Sendai Framework particularly EC Action Plan on the Sendai Framework for Disaster Risk Reduction 2015-2030.
d) Consider flood management guidelines and content from relevant national policy documents.
e) Be responsible to collect, comprehend and present all the available information[7], also that will be in local languages.
f) Confirm each of the outputs with GWP-Med assigned manager before engaging into next tasks and consultation with the stakeholders. This validation might be extended to the Drin FRM project team and/or structures under the Drin corda (Drin Core Group and EWG on Floods).
g) Be responsible for presenting the outputs, moderate the meetings and keeping the minutes of the meetings during consultation process.
h) The consultants should keep a record of comments received by the stakeholders during consultation meetings and report on how they are addressed.
i) Be available for discussion/consultation with aligned project manager and/or members of the GWP-Med /AF team as per needs. Frequent communication is requirement for this assignment.
j) Integrate gender disaggregated approach following on the support and recommendations from the GWP-Med Gender officer (if any).

[5] However, consultant should not limit information use only to listed document but is expected to collect and process all the information necessary for the assignment completion.
[6] Integrated Flood Management (IFM) is holistic approach derived from IWRM principles that stresses the interrelationship between socio-economic development environmental sustainability and flood-risk management. IFM Plans provide a foundation for flood related decision-making as it paves forward aspects of sectoral developments that must be included for sustainably managing floods.
[7] See footnote 4

Scope of work

33. The Consultant will cover with her/his work three Drin Riparians: Albania, North Macedonia, and Montenegro (as per AF project scope). Information should be presented at least at the Drin Riparian level and if information is available, at the level of the part of the riparian and sub-basin belonging to the Drin Basin. National information would be then harmonized and presented from a Basin perspective.

34. Consultant will identify, propose and upon the adaptation by the Drin Riparians focus on the commonly agreed areas of mutual concern for flood protection in the Drin Basin (transboundary areas or areas with transboundary effect); hereafter: **areas of mutual concern**.

35. Kosovo* is not a beneficiary of the Drin FRM project, but related information needs to be considered and presented (at least to the level of this available in the background documentation).

36. The Drin FRMS and FRMP will be developed for the long-term management of flood risk in the Drin Basin.

37. The FRMS will outline common vision and goals and will take into account the high-level basin wide policies for the long-term climate resilient management of flood risk and will be based on detailed strategic climate and flood risk assessments performed (see Annex II background documentation for more details).

38. The FRMP will outline the detailed measures that will be taken to address flood risk at the basin scale and within each riparian country. Measures should be mainstreamed and/or harmonized with content of national flood polices. Set of measures will include a combination of structural and non-structural measures and approaches which will best address flood risk at the basin scale and will involve developing an inclusive list of potential options for alleviating flood risk. The project will seek opportunities to attain the right balance between structural (or hard-engineering) and non-structural (or soft-engineering) flood risk management options. Also, effects of existing and planned dam structures and their operating rules will be included into the definition of FRMS and FRMP.

39. The FRMS and FRMP content will be discussed within the EWG on floods on various stages of development and will seek final approval from the DCG. More information on the role of the DCG and the EWG in the preparation of the FRMS and FRMP is provided in the EWG on Floods Strategy and the Working Plan available to the consultant as supporting document as listed in Annex II.

40. Development of FRMS and FRMP needs to encompass participation of all relevant stakeholders. Development will take a bottom-up, multi-stakeholder, consensus-based approach. Number of stakeholders are engaged in implementing existing national flood

management policies and even more is expected to be engaged in developing a basin wide flood policy as it will be developed based on integrated flood management principles. This means that top-down approach (as usually practiced by the Drin Riparians) needs to be complemented by a bottom-up approach and benefit for more local coordination, communication, and consultation process. Respective stakeholder mapping for the Drin Basin is available and listed in supporting documentation under Annex II.

More specific description of the work requirements is provided in the sections below.

Tasks:

TASK 1: Prepare for development of the FRM Strategy and the Plan for the Drin Basin

41. A prerequisite for effective and efficient flood risk management is the in-depth knowledge of the prevailing hazards and risks throughout a river basin and areas of coastal flood risk. Only the clear understanding of flood risks that has transboundary effect (in **areas of mutual concern)** based on the prior information sharing permits the Drin countries to jointly decide on type and scale of appropriate action to avoid, mitigate, transfer, share, or accept the risks in those areas.

42. Background documents listed in Annex II allows for sufficient data to identify and present characteristics[8] of potential areas of mutual concern for further consideration by the Drin riparian's stakeholders and their final agreement within Drin Corda process. Such areas would than represent scope and will be further elaborated in more details by FRMS and FRMP. In addition, hydraulic models elaborated and run for the purpose of mapping hazard and risk in APSFRs must be used to address flood mechanisms: hazard maps will show maximum extent, maximum water depths and velocities for up to 7 return periods, but the Consultant must account for efficient flood propagation in the flood plains from simulations. With this respect, the CTA of the UNDP-AF Drin FRM Project will provide a draft and partial list of measures to be included into the strategy and the plan for its implementation to reduce flood risk, based on the analysis of hydrodynamic simulations. This initial appraisal of hydrodynamic mechanisms and proposal for measures to be further assessed and designed will be in-depth discussed with the CTA.

Activity 1: Understanding and present the status of the flood management and harmonization potential among the Drin Riparians

43. As envisaged in the general approach section the Consultant will gain in-depth understanding and present the following vis-a-vis assignment aim and objectives:

    a) The Drin Corda and Drin process and the content of the deliverables from the AF project and the Drin project
    b) Content and further usage of the documents listed in Annex II for development of the assignment
    c) Status of the implementation or EU FD in the Drin Riparians including status of the development of related policy documents
    d) Flood risk and vulnerability maps for the Drin Basin or its parts including preliminary assessment of flood risks and designation of the APSFR (where available)

[8] Including (but not limiting to): food risk, vulnerability, current and planned national flood management actions and institutional and legal setup.

e) List and review all related transboundary projects implemented, ongoing or planned in last 5 years in relation to the FRM in the Drin basin
f) Make comprehensive list of all the Drin Riparian FRM measures (derived from the Drin Riparian policy documents, reports, technical documentation). Water retention measure should be presented separately
g) Review (for transboundary effect) the Drin Riparian FRM measures (for prevention, protection, and preparedness) for their potential transboundary implications
h) List all types of assets and their potential vulnerability regarding floods[9]. GIS database should be developed (updated) and maps produced The produced GIS database should be complementary to GIS-based basin-wide socio-economic flood risk model layers (and respective data) developed under the AF project that will be made available to the Consultant
i) Describe long lasting Climate change effects (partially done by AF UNDP FRM Project in output 1)
j) The Drin riparian status in implementing EU WF directive[10] in relation to the FRM
k) Any additional FM document submitted by the GWP-Med or the Drin riparian
l) Identification of potential information gaps for the assignment with respective mitigation action for identified gaps

Activity 2: Sublimation of related information for transboundary flood management planning

44. Based on the above the Consultant will develop **Road map for the FRMS and FRMP development** describing:

a) proposed food areas of mutual concern describing criteria for selection, data source used, their transboundary effects, current management status and practices (including measures implemented or planned for implementation on national scale, their cost and impact to socio-economy and environment)
b) main axes that would be defining the FRMS and FRMP (based on what the Consultant take what could be useful and feasible from a technical / economical point of view after analyzing background documents and inputs from the AF project, see ToR para 42)
c) enablers and inhibitors in national policy and legal setup for efficient transboundary management
d) What and how an existing gained knowledge and conclusions from Activity 1[11] would be used for development of the FRMS and FRMP (methodological approach)
e) Describe role of the future FRMS and FRMP with relation to the national policies and describe potential mechanisms of mainstreaming (i.e., how national measures would be considered)

[9] to be used (among others) to define targets and goals for specific measures. Results of the GIS the AF socio-economic risk model should be used as one of the inputs as well.
[10] Including measures from catalogue of measures and taking into account and building on existing appropriate national managerial units and authority/organizations to build further basin wide mechanisms for dialogue and implementation.
[11] Repetition of the conclusions and txt from used documentation should be fully avoided.

f) Develop executive summary for decision makers why DRMS and DRMP is needed and what would be potential benefits for the Drin Riparians

g) Outline of the content of the FRMS and FRMP documents (as Annex, considering preliminary content given in Annex I) and develop timeframe[12] for development of the assignment. Timeframe should integrate stakeholder engagement and consultation processes to be deployed (see Task 4 for more details)

Activity 3: Start of consultation process and framing of the FRMS and FRMP development process

45. In accordance with Task 4 requirements (consultation plan) the Consultant will start stakeholder engagement and consultation process.

46. Present and discuss Draft Road map for the FRMS and FRMP within DRIN CORDA[13] with the aim to serve as guiding material for the extensive consultation process with Drin stakeholders until competition of the FRMS and FRMP.

47. Deliverables:

D1. Draft Background report on status [14] of FRM in the Drin River Basin

D2. Final background report on status of FRM in the Drin River Basin (after fulfilling informational gaps identified)

D3. Draft Road map for development of the basin wide flood FRMS and FRMP including their draft outlines

D4. Adopted Road map for development of the basin wide flood policies (FRMS and FRMP) including their outlines

TASK 2: Development of the Integrated Flood Risk Management Strategy (FRMS)

48. Integrated Flood Risk Management Strategy (FRMS) will set out the short- to long-term ambition for flood risk management in the Drin Basin at transboundary, national, regional and local levels. The strategy will state the objectives for addressing the floods in areas of mutual concern including need for coherence and linkages of national measures to reach integrated flood risk management at basin scale.

49. Strategy will serve as overarching guidance document for development of full-fledged FRMP for the Drin Basin that will define and prioritize further flood management measures to reach agreed objectives (see next Task). This will be achieved through following set of activities:

[12] Considering deadlines provided in section: Schedule of activities and milestones.
[13] Approval of the EWG on Floods and/or DCG should be pursued.
[14] Vis-à-vis development of the FRMS and FRMP for the Drin basin

Activity 1: Defining a vision and objectives of the FRMS

50. Based on the results of the Task 1 the consultant will develop proposals of the potential common vision and objectives for the basin wide flood management.

51. In defining proposal of a long-term flood risk management vision to better motivate short- and middle-term decisions the Consultant would be guided by the Drin Corda process, particularly the Strategic Shared Vision for the management of the Drin Basin contained in the Drin MoU (2011) representing the Drin riparian's political framework for and defines the context of cooperation among the Drin Riparians and Task 1 results (particularly 44b).

52. In defining a proposal of common objectives, the Consultant will be guided by draft Strategy for Flood Risk Management in the Drin River Basin: prepared by the AF Drin FRM Project Chief Technical Advisor (CTA) refined by the results from Task 1 (particularly: situation analyses relevant for agreed areas of mutual concern for flood management, long term climate change effects, institutional and legal setup as well as capacities of the Drin countries to reach set goals). Goals that can prevent future regret and practice adaptive capacity [15] should be promoted.

53. The Consultant will update/change annotated TOC of the Strategy developed in Task 1 (see para 44 f) with proposal of the main elements for further discussion and agreement (see next activity). The indication of the potential TOC for the Strategy is given in the specific parts of Annex I.

Activity 2: Agreement on the key strategic elements and content of the FRMS

54. Based on the Activity 1 results the Consultant will conduct extensive consultation process to present proposals for common vision and goals[16] along with background rational (results of the Task 1) with the aim to allow the Drin riparian representatives formulation, re-shaping, dismission or modification of provided vision and goals until final agreement reached. At the same time the outline of the Strategy should be presented, discussed, and agreed. The EWG on Floods should have the prominent role in this process.

55. Design of consultation process would be part of consultation methodology as described in Task 4.

Activity 3: FRMS for the Drin basin developed and adopted

[15] As flexible tailor-made strategies may work better in an uncertain future
[16] It could be multiple proposal including several versions of visions and goals

56. The Consultant will develop draft FRMS for the Drin basin based on the previous tasks. The Strategy will wrap around the agreed vision and objectives and be based on the agreed TOC and consultation process as defined by Task 4.

57. It is expected that draft Strategy would also elaborate also on:

a) short description of the causes and consequences of flooding in area of mutual concern.
b) feasibility[17] for implementation of defined goals and how they are coping with all possible barriers and enablers identified at the Drin riparian levels (including potential for coherence and mainstreaming with relevant national policies).
c) possible mechanisms for implementation
d) mechanisms for enhanced dialogue and co-ordination.

58. The draft Strategy will be reviewed by the Drin riparian representatives under stakeholder engagement and consultation process (Task 4) and its adaptation within the DCG members will be pursued.

59. **Deliverables:**

D5. Draft FRMS for the Drin basin
D6. Final FRMS for the Drin basin (after consultation and adaptation process)

TASK 3: Develop integrated flood risk management plan for the Drin Basin (FRMP)

60. FRMP should be read alongside FRMS. It is envisaged that FRMP will focus on measures for achievement for prior agreed strategical goals (see previous task) that may have positive transboundary effects, as well as on measures for mitigation of potential negative transboundary effects.

61. FRMP will be developed taking into consideration guidance provided by the EU flood Directive[18] and Tools for Integrated Flood Management[19] and based on the structure adopted in Task 1. FRMP should be updated every 6 years.

62. The FRMP will be based on in depth knowledge on the causes and effects of the flood at APSFRs of mutual concern and will contain measures to alleviate flooding in those areas aiming to effectively deliver the objective set by FRMS.

[17] While the consultation and adaptation process should secure the ownership - the consultant needs to secure that proposed vision and objectives are reachable under given condition as well (not just what could be done – but what is actually feasible, i.e. the Drin Riparians cannot easily afford high-cost structural measures or through policies which relocate vulnerable land use at high risk of flooding).
[18] Particularly Annex of the EU flood Directive
[19] I.e., Formulating a basin flood management plan: A Tool for Integrated Flood Management, Associated Programme on Flood Management, 2007

63. The consultant will develop well-balanced mix of measures[20] stemming from assessment of the flood situation in integrative manner and offering the potential most appropriate solutions to a particular situation. Therefore, thorough examination of all relevant options and a search for an optimal balance of structural and non-structural measures, including both long-term and short-term interventions is required.

64. Measures to be proposed would consider as well (list is not exhaustive): long lasting climate change effects and adaptive principles, robustness[21], overall transboundary effects, opportunities for integration with socio-economic developments (i.e., through land use planning) and potential affordability having in mind costs and benefits for the population, economic activities including infrastructure, cultural heritage and environment.

65. Therefore, mix of measures should also constitute several options for effective flood management of the same issue (strategic alternatives[22]) that would be assessed against guiding principles or/and different objectives, as defined in the FRMS. Measures that are already available from the national plans would be screened for its positive and negative transboundary effects and if relevant integrated so to avoid overlap in implementation

66. Those potential measures would be than further refined through consultation process (see Task 4) and prioritized based on multi-stage screening process that will account for: technical feasibility, economic efficiency, social acceptability and environmental viability or any other agreed criteria. This would constitute agreed set of the optimum mitigation measures for the integrated and sustainable management of floods in the Drin basin. Justification of the efficacy of each scenario will be based on a Cost-Benefit Analysis (CBA) and on a MultiCriteria Analysis (MCA) accounting both for socio-economic aspects and for vulnerability. Most necessary data and tools are being developed in the frame of Component 1 of the AF UNDP Drin Project, yet will need further developments and application for the present assignment.

67. Each of the agreed measures should be presented in the form of action files and should contain at least:
    a) description of the flood areas of concern (GIS map included) and description of the potential ~~transboundary~~ impact (including at transboundary level, and for various flood return periods)
    b) description of the measure, effects (how the risk would be reduced or managed) and priority status
    c) relation to the Strategic objectives
    d) Implementation scope and status (if to be implemented through existing or planned national actions)
    e) Implementation set-up (responsibilities) and timeline/priority (short-, medium- or long-term)

[20] In the past flood management focused often on response activities. FRMP will focus on applying measures for flood preparedness, response and recovery on equal terms in order to prevent the conversion of flood risks into flood disasters.
[21] robustness will be achieved through focusing on pollution risk in flood-prone zones; on the application of non-structural measures when possible and on "no-regret" and "win-win" measures.
[22] i.e., reaching the objective with structural Vs non-structural measure; hazard control Vs vulnerability reduction

f) Implementation costs estimates (broken down, if possible per unit[23] or category[24]) and indicative financing sources

68. Based on the information provided for each measure, a combined "**Measures master plan"** would be prepared and summarized for the FRMP. Measures should be grouped spatially[25] and per different categories (i.e., per DRM cycle: preparedness, response and recovery and/or type: structural and non-structural measures). The Master Plan should in addition be selected after consultation based on combination of measures organized in the form of two or three scenarios with possible variants, with a CBA and a MCA for each scenario to help selection.

69. In addition, FRMP will need to cover with specific sections the following:
    a) Definition of the mechanisms of coordination on the basin-wide level
    b) Clear assignment of roles and responsibilities and legal and institutional agreements needed (implementation vehicle description)
    c) Organizational (management) structures, rules and norms changes needed for successful implementation of the FRMP
    d) Technical and socio-environmental requirements for implementation of FRMP (i.e., social Impact assessment, economic assessment, environmental impact assessment)
    e) Cumulative financial requirements for implementation of the FRMP and sources of financing (potential or/and existing)
    f) Cumulative socio-economic and environmental effects of implementation of the FRMP measures
    g) Appropriate, information about how the implementation of the measures under the FRMP are aligned and will be coordinated with relevant national policy documents and potential role of the basin wide specific polices (i.e. Land management, DDR, etc.)
    h) Monitoring, evaluation, and reporting mechanisms
    i) Consultation and verification process description (see Task 4)

70. It is important to note that DRMP will not (and could not) replace (at this point) national flood risk management policies but should serve as "integrator" of the transboundary concerns and IFRM principles into national flood practices and to further enhance coordination and cooperation mechanism until next generation of flood management policy is prepared in accordance with EUWFD and EUFD.

71. Potential TOC for the parts of the DRMP is provided in the Annex I as guidance document. Consultant is required to develop draft annotated outline of the DFMP for discussion and approval as described in Task 1.

[23] i.e., Km constructed, units procured, people trained
[24] i.e., structural and non-structural measures
[25] i.e., by Drin riparian

72. The draft FRMP will be reviewed by the Drin riparian representatives under stakeholder engagement and consultation process (Task 4) and its adaptation within the DCG members will be pursued. Working group on floods should have prominent role in consultation process (please see additional documentation on envisaged role of EWG on floods as listed in Annex I). Nonetheless, any draft document must firstly be presented to the AF Drin project team before any submission or dissemination to stakeholders or beneficiaries.

73. Deliverables:

    D7. Draft FRMP for the Drin Basin

    D8. Final FRMP for the Drin basin (after consultation and adaptation)

TASK 4: Stakeholder engagement and consultation process

74. Comprehensive stakeholder engagement and consultation for development of the FRMS and FRMP is of utmost importance for the process and should guarantee that multiple objectives and measures are widely understood as most effective and equitable compromise for further sustainable flood management for benefits of everyone.

75. This is particularly important for the identified APSFRs of mutual concern as potential "tradeoffs" made in process of planning could be linked to another (usually not very well known) status of Drin riparian that than needs to be well understood to be accepted.

76. The Drin basin FRMS and FRMP should not reflect the consultants view on how best policy should "look like" but rather best feasible policy for the Drin Riparians at present. This means that although process is project driven – final outputs need to ultimately reflect the Drin Riparians aspirations.

77. Therefore, to promote flood policy on the Basin level a "top-down" approach is necessary as basin related information needs to be harmonized, analyzed, and presented and "bottom up" approach is equally necessary for further elaboration of the suggested approaches/solutions and to enhance stakeholders' engagement and ownership. The consultant will apply both approaches.

78. Moreover, multiple concerns in the basin management call for multi-disciplinarity in flood management and interactions between social, environmental, and economic issues should be taken into account in the flood management (as per IFRM principles). This expands pull of stakeholders that needs to be consulted, practically emphasizing even more importance of early involvement of local communities and vulnerable groups. In this context, urban planning, shift in crop and practices in agriculture, as well as effectiveness of food forecasting and eraly warning might be crucial.

79. Having in mind (at the one side) that stakeholder engagement and consultation process needs to be done continuously, in multiple countries, on multiple levels and resource limitations of the assignment (at the other side) the consultant will:
    - prepare and follow stakeholder engagement and consultation plan
    - continuously be engaged with stakeholders in consultation process
    - document and report on engagement and consultation activities
    - propose and apply a dedicated communication plan

80. The stakeholder engagement and consultation plan should rely on the already existing effective mechanisms of consultation and coordination (Drin CORDA: particularly: EWG on Foods and DCG), project stakeholders mapping report (background document listed in Annex II) and run-in close collaboration with the project team.

81. The plan needs to integrate milestones consultation requirements described in each task/activity above - but should not be limited to them as ultimate acceptance of the FRMS and FRMP lays as the responsibility of the consultant. Plan should describe relevant actions[26] until end of the assignment –linked with consultant's proper time and resources allocation.

82. Although stakeholder engagement and consultation plan are to be developed and adopted at the very beginning of the assignment (along with Task 1) this Task serves as an overarching one to secure that consultation and stakeholders' engagement process is conducted consistently, thoroughly and efficiently through whole assignment.

83. Deliverables:

    D9. Draft Plan on public consultation activities for FRMS and FRMP, including a dedicated communication plan

    D10. Final Plan on public consultation activities for FRMS and FRMP

    D11. Report on public consultation activities for FRMS and FRMP with background documents

SCHEDULE OF ACTIVITIES AND MILESTONES

Table 1: Schedule of activities and timeline

Task	Deliverables	Deadline After date of contract signing:
TASK 1: Prepare for development of the FRM Strategy and the Plan for the Drin Basin	D1. Draft background report on status of FRM in the Drin River Basin	5 weeks
	D2 Final background report on status of FRM in the Drin River Basin	2 months

[26] including public consultation actions, team missions, etc.

	D3. Draft Road map for development of the basin flood policies (FRMS and FRMP) including draft outlines	3 months
	D4. Adopted Road map for development of the basin flood policies (FRMS and FRMP) including draft outlines	4 months
TASK 2: Development of the Integrated flood risk management Strategy (FRMS)	D5. Draft FRMS for the Drin basin	5 months
	D6. Final FRMS for the Drin basin (after consultation and adaptation process)	6 months
TASK 3: Develop integrated flood risk management plan for the Drin Basin (FRMP)	D7. Draft FRMP for the Drin Basin	13 months
	D8. Final FRMP for the Drin basin (after consultation and adaptation process	15 months
TASK 4: Stakeholder engagement and consultation process	D9. Draft Plan on public consultation activities for FRMS and FRMP	5 weeks
	D10. Final Plan on public consultation activities for FRMS and FRMP	2 months
	D11. Report on public consultation activities for FRMS and FRMP with background documents	15 months

Contract Price

84. The maximum available budget for this contract is 180.000 USD, including VAT.

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. Traveling costs for the missions should be also included as per Task 4 design (minimum 2 visits per each country).

Duration of the Contract

85. The overall duration of the contract will be maximum 15 months.

Schedule of Payment

86. All payments shall be upon reception and acceptance/verification of the deliverables, as laid out in the table below.

Table 2: Schedule of payments

Deliverable	Verification	Payment	Scheduled
D1. Draft background report on status of FRM in the Drin River Basin D9. Draft Plan on public consultation activities for FRMS and FRMP	Accepted by GWP-Med Project Manager	Tranche 1 (20%)	February 2023
D2 Final background report on status of FRM in the Drin River Basin D3. Draft Road map for development of the basin flood policies (FRMS and FRMP) including draft outlines D4. Adopted Road map for development of the basin flood policies (FRMS and FRMP) including draft outlines D5. Draft FRMS for the Drin basin D10. Final Plan on public consultation activities for FRMS and FRMP	Accepted by GWP-Med Project Manager	Tranche 2 (20%)	July 2023
D6. Final FRMS for the Drin basin (after consultation and adaptation process D7. Draft FRMP for the Drin Basin	Accepted by GWP-Med Project Manager	Tranche 3 – Final Payment (20%)	March 2024
D8. Final FRMP for the Drin basin (after consultation and adaptation process. D11. Report on public consultation activities for FRMS and FRMP with background documents	Accepted by GWP-Med Project Manager	Tranche 4 – Final Payment (40%)	May 2024

Awarding Criterion and Evaluation Process

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

88. The proposers shall pass through two stages of evaluation, the first stage is their evaluation according to the On/Off disqualification and selection criteria. Those successfully passing through this first stage will be Qualified and eligible to continue in the second stage of evaluation based on the Award Criteria.

Disqualification criteria ON/OFF

89. For details on the ON/OFF disqualification please refer to the Call for Offers

Selection criteria ON/OFF

90. Participants must provide proof of their average annual turnover for the last three (3) fiscal years being at least equivalent to the maximum amount of this Call. The applicant should provide the Financial Statements (Income Statement and Balance Sheet) of the last three years duly certified by a Public Accountant, and with authentication of receiving by the Government's Internal Revenue Authority. Include any indication of credit rating, industry rating, etc.
91. Participants must be enrolled in one of the official professional or trade register kept in their country of registration.
92. Participants must present a minimum duration of operation of ten (10) years. Proof to be provided by the related chamber (date of registration).

93. Failure to comply with the above ON/OFF requirements and provide relevant proof with the application is considered ground for exclusion.

Award criteria to be evaluated

94. 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 as Annex 3
95. The Technical Offer Form consists of the following sections:
    Section 1: Expertise and work experience
    Section 2: Approach and Methodology

    Section 1 Expertise and work experience will be evaluated based on the following requirements:

96. Participants in the call are required to have solid experience in developing and managing complex projects in the areas of flood risk management. Participants are required to have a record of minimum 3 projects over the last 10 years of comparable nature and degree of

complexity (e.g., development of flood management plans and strategies at national and/or basin scale).

97. **The scope of work requires** an **interdisciplinary team** of skilled **experts** with previous experience in activities similar to those that this assignment entails, e.g., development of the basin wide flood risk management plans and strategies. Proposed team members should possess previous experience and excellent relevant technical and drafting skills in order to successfully implement the assignment. In this context, team of experts should be able to respond to the requirements of several **mandatory areas of expertise** described 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 qualification of an expert covers the requirements of more than one area of expertise, that expert can be also proposed for these other areas. Failure to provide relevant expertise for any of the proposed areas is considered a ground for disqualification)***.

98. In addition, the Consultant may propose -as they deem appropriate- additional experts covering other specific areas of expertise, e.g., environmental, policy and legal, socio-economic experts, CBA and MCA experts, etc. It is highly recommended to propose at least one expert per the Drin riparian (local experts) so the acquisition and processing of local data is more efficient as well as consultation and coordination activities.

99. The requirements presented in Table 3 below are the minimum requested. Qualifications additional to the minimum requested per category will receive additional score under the evaluation process.

Table 3: Minimum requirement for key team members

	Team members and/or **areas of expertise**	**Qualifications**	**Workload** (Envisaged in expert-days)

1.	**Key expert 1: Team Leader - TL (hydrology and hydraulic & Project Management)**	o University degree in Water resources management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Civil or Environmental engineering, or equivalent (in some of engineering discipline with master's degree close related with scope of the work) -**required**.
		o At least 15 years of demonstrable relevant working experience in similar tasks and studies and a proven track record related to flood risk management including:
		  o Experience in hydrology and hydraulic modelling
		  o Experience in designing and/or implementation of non-structural measures - **required**
		o At least 10 years of management experience in projects with multidisciplinary teams related to integrated water management including flood risk management -**required**
		o Experience in implementation of the FD and other related directives and experience with implementation of water related policies at least two years-**required**
		o Fluency in both written and spoken English - **required**
		o Experience in involving stakeholders in the integrated water and flood risk management process – at least one year -**desired**
			60

2.	Key expert 2: Hydrotechnical expert (focus on prevention)	o University degree in Water resource management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Environmental engineering, or equivalent - **required** o At least 10 years of demonstrable experience and a proven track record related to flood risk management, particularly in designing and/or implementation of the flood defence systems, drainage systems including piping systems and flood risk management structural measures - **required** o Fluency in both written and spoken English - **required**. o Experience in the implementation of FD elements in developments related to preliminary flood risk assessment, hazard & risk mapping and flood risk management planning and demonstrated knowledge in each of these fields at least two years- **desired** o Experience in working in the region of the project is highly desirable and is an asset at least one year- **desired**. o Experience in involving stakeholders in the integrated flood risk management process at least one year - **desired** o	25
3.	Key expert 3: Disaster management expert (focus on preparedness & response)	o University degree in Disaster management, Water resource management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Environmental engineering, or equivalent - **required**. o At least 10 years' experience in international projects related to integrated flood risk and natural disaster management preferably in all fields of risk cycle (prevention, preparedness, response, recovery) - **required** o At least 5 years of experience specialised in joint activities of Water Management and Civil Protection Authorities and Forces, particularly on the field of Disaster Risk Management (before, during and after flood events)- **required**. o Fluency in both written and spoken English - **required** o At least 5 years of experience in cross-border and international cooperation on the field of Natural Disaster Management, particularly on cooperation related with floods (e.g. contingency planning, standard operation procedures, interventions, protection, rescue, relief etc.); -**desired** o Experience in active cooperation during severe flood events on national or international level at least one year -**desired** o Experience in working in the region of the project is an asset- at least for one year. -**desired**	25
4.	Key expert 4: Stakeholder engagement and consultation	o University degree in social sciences, sociology, development, socio-economy, agro-economy, natural resource management, sustainable development or related field from a recognized university -required o Minimum 10 years of experience in public participation processes, stakeholder engagement in national and international public organisations, preferably on natural resources management-; required o Fluency in both written and spoken English - **required** o Experience from at least 2 projects related to water management in position of stakeholder's engagement or/and communication expert or similar - **desirable** o Experience in working in the region of the project is an asset -at least one year- **desirable** o Fluency in one or more the Drin riparian languages is an asset-**desirable**	50
6.	Key expert 5: Data management and GIS expert	o University degree or equivalent related to GIS, mapping, databases, data processing or equivalent **required** o At least 5 years of experience in data management: GIS, mapping, databases, data processing applied in integrated water management, flood risk management or other related areas – **required** o Fluency in both written and spoken English-**required** o Working experience in projects related to integrated water management, preferably related to FD implementation – at least one prject- **desirable**	30

		○ Experience of working in multidisciplinary teams -at least one year - **desirable**	

NOTES:

- There is no limitation on the number of experts per area of expertise, but only the lead expert per area of expertise will be evaluated according to the detailed evaluation / scoring. Thus, please indicate the lead expert for each area of expertise.
- If the qualification of an expert covers the requirements of more than one area of expertise, that expert can be also proposed for these other areas.
- Additional experts, covering a range of other related expertise considered and justified as necessary by the participant will be evaluated in addition. **It is expected that team could be complemented in addition with short term environmental, policy and legal and socio-economic, MCA, CBA experts including local experts.**
- The number of planned man-days per expert/area of expertise need to be indicated in the Participant's proposal. The estimated number of required expert-days per area of expertise should be indicated as in the table above.
- **Failure to cover all areas of expertise is considered grounds for disqualification.**
- **The Participant should demonstrate ability to cooperate with local authorities for the collection of data by means of including in the synthesis of the team experts from Albania, Montenegro and North Macedonia. These experts may or may not be lead experts per area of expertise This should be further elaborated in** Section 2: Approach and Methodology.

Section 2 Approach and Methodology will be evaluated based on the following:

100. Detailed description of the methodology, on 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.

101. On Risks / Mitigation Measures presented: 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 and measures that will be put in place to mitigate these risks.

Evaluation process

102. Offers qualified in terms of exclusion grounds and selection criteria will be further evaluated on the basis of the requirements presented under section "Award Criteria", as follows:

(1) Criterion	(2) Weighting (w)	(3) Points of criterion (c)	(4) Score= (2) x (3)

Section 1: Expertise and work experience	**85% of total**		
Participants are required to have a record of minimum 3 projects over the last 10 years of comparable nature and degree of complexity (e.g., development of flood management plans and strategies at national and/or basin scale).	20%		
Key expert 1: Team Leader - TL (hydrology and hydraulic & Project Management)	***20%***		
University degree in Water resources management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Civil or Environmental engineering, or equivalent (in some of engineering discipline with master's degree close related with scope of the work) -**required**	2%		
At least 15 years of demonstrable relevant working experience in similar tasks and studies and a proven track record related to flood risk management including: -Experience in hydrology and hydraulic modelling -Experience in designing and/or implementation of non-structural measures - **required**	10%		
At least 10 years of management experience in projects with multidisciplinary teams related to integrated water management including flood risk management -**required**	3 %		
Experience in implementation of the FD and other related directives and experience with implementation of water related policies at least two years- **required**	2 %		
Fluency in both written and spoken English - **required**	2%		
Experience in involving stakeholders in the integrated water and flood risk management process – at least one year - **desired**	1 %		
Key expert 2: Hydrotechnical expert (focus on prevention)	***15 %***		
University degree in Water resource management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Environmental engineering, or equivalent - **required**	2 %		
At least 10 years of demonstrable experience and a proven track record related to flood risk management, particularly in designing and/or implementation of the flood defence systems, drainage systems including piping systems and flood risk management	7%		

structural measures - **required**			
Fluency in both written and spoken English - **required**.	1%		
Experience in the implementation of FD elements in developments related to preliminary flood risk assessment, hazard & risk mapping and flood risk management planning and demonstrated knowledge in each of these fields at least two years- **desired**	2%		
Experience in working in the region of the project is highly desirable and is an asset at least one year- **desired**.	2%		
Experience in involving stakeholders in the integrated flood risk management process at least one year - **desired**	1%		
Key expert 3: Disaster management expert (focus on preparedness & response)	*10 %*		
University degree in Disaster management, Water resource management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Environmental engineering, or equivalent - **required**.	1%		
At least 10 years' experience in international projects related to integrated flood risk and natural disaster management preferably in all fields of risk cycle (prevention, preparedness, response, recovery) - **required**	3%		
At least 5 years of experience specialised in joint activities of Water Management and Civil Protection Authorities and Forces, particularly on the field of Disaster Risk Management (before, during and after flood events)- **required**.	2%		
Fluency in both written and spoken English - required	1%		
At least 5 years of experience in cross-border and international cooperation on the field of Natural Disaster Management, particularly on cooperation related with floods (e.g. contingency planning, standard operation procedures, interventions, protection, rescue, relief etc.); -**desired**	1%		
Experience in active cooperation during severe flood events on national or international level at least one year - **desired**	1%		
Experience in working in the region of the project is an asset- at least for one year. - **desired**	1%		
Key expert 4: Stakeholder engagement and consultation	***10%***		
University degree in social sciences, sociology, development, socio-economy, agro-economy, natural resource	1%		

management, sustainable development or related field from a recognized university - **required**			
Minimum 10 years of experience in public participation processes, stakeholder engagement in national and international public organisations, preferably on natural resources management-; **required**	3%		
Fluency in both written and spoken English - **required**	1 %		
Experience from at least 2 projects related to water management in position of stakeholder's engagement or/and communication expert or similar - **desirable**	3%		
Experience in working in the region of the project is an asset -at least one year- **desirable**	1%		
Fluency in one or more the Drin riparian languages is an asset-**desirable**	1%		
Key expert 5: Data management and GIS expert	***10%***		
University degree or equivalent related to GIS, mapping, databases, data processing or equivalent **required**	1%		
At least 5 years of experience in data management: GIS, mapping, databases, data processing applied in integrated water management, flood risk management or other related areas – **required**	6%		
Fluency in both written and spoken English-**required**	1%		
Working experience in projects related to integrated water management, preferably related to FD implementation – at least one prject- **desirable**	1%		
Experience of working in multidisciplinary teams - **desirable**	1%		
Section 2: Approach and Methodology	15% of 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.	10%		
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%		

Scoring for each evaluation criteria starts from 100 points (when minimum requirements are met) up until maximum 150 points (100p Base +10p for extra criteria over base up to 50 additional points) .

For Criterion – 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)

For Criterion – 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 evaluation criteria is evaluated autonomously. The final scoring of each evaluation criteria 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 evaluation criteria.
The overall score of the technical offer is calculated on the basis of the following formula:
UTO = w1 x c1 + w2 x c2 +……
where w1 + w2 + …. = 100
For the overall score which will determine the ranking of offers, technical evaluation will be weighted with 80%.

Evaluation of the Financial Offer
Upon completion of the technical evaluation all qualified Participants will be notified by the Contracting Authority to send the password for unlocking Folder B containing their Financial Offer.
The Financial Offer of each qualified applicant is evaluated on the basis of the following formula:
UFO = 100 x max amount as in the call /amount in financial offer
For the overall score which will determine the ranking of offers, financial evaluation will be weighted with 20%.
Offers which have been rejected as inadmissible or as not meeting the minimum requirements shall not be evaluated.

Identification of the most economically advantageous offer on the basis of best price / quality ratio
The final listing of the most economically advantageous offers will be made on the basis of the following formula:
U = UTO x 80% + UFO x 20%
Where U is the total scoring of each offer
The most economically advantageous offers is the one with the greatest value of U.
In case of equal overall scores, the retained offer shall be the one whose corresponding technical Offer received the highest rating.

Terms and Conditions

Language

103. The language of the required deliverables/outputs is English; executive summaries of the final products should be translated in the languages of the beneficiary countries. All produced documents shall be subject to proofreading by qualified personnel, while the quality of the final versions is subject to approval by the project manager.

Legal requirements

104. The content of the requested documents shall conform to the pertaining relevant legislation of the respective countries and to the international best practices and models.

Sources of data

105. All necessary data shall be collected by the Consultant. The Consultant shall also be responsible for identifying and collecting additional information necessary for implementing the assignment. The AF project will support the Consultant and the experts in the data and info collection process by providing data at its disposal and by enabling communication with relevant national authorities -should be necessary.

Review and quality assurance

106. Review of the work carried out by the Consultant throughout the implementation of the assignment as well as review of the deliverables listed in Paragraph 86 may be carried out by an independent external expert or expert team, including: the AF project CTA, Expert Working Group and the Drin Core Group and should be finally approved by GWP-Med contract manager

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

Duration of the assignment

108. The expected duration of this assignment is 15 months

Methodology

109. Interested bidders must develop and include as part of their offer/proposal a methodology describing all the steps which will lead to the successful completion of all tasks. Besides the detailed elaboration of the company's approach in fulfilling the requirements of the TOR, the technical offer/proposal should provide information on the name of expert(s) per area of expertise and the total number of man-days for each expert allocated for each area of expertise.

Reporting requirements

110. The expert team will report to the contract manager from GWP-Med.

Submission of data, reports and other material produced

111. All primary data, reports, other documentation, and the GIS files produced during this assignment shall be made available to contract manager in electronic format. All data acquired and products developed during the assignment will be in the ownership of the AF project and cannot be used by the Contractor and its team without prior written permission.

Public consultations / meetings

112. The responsibility for organizing workshops, public participation and consultation or working meetings will be shared between the Consultant and the Drin Project. The Consultant shall be responsible for finding and financing venue (should one not offered free of charge by the Drin riparian institutions) and necessary equipment (shell be needed), preparation of working material invitations, agenda, technical specifications etc. ensuring participation of the key team members as required, preparation of minutes etc. The GWP-Med will be responsible for: distributing the invitations and enabling participation.

Payment schedule

113. The payment will be processed in instalments based on the milestones defined in the contract and in accordance with the schedule of payment section or if necessary accepted changes based on the company's proposed methodology and approach.

Annex I: Elements for the Background document, FRMS and FRMP

Integrated Climate Change Adaptation (CCA) and Flood Risk management Strategy and Plan for the Drin River Basin– contextual building blocks

TOC

Annex II: List of background documents

Outputs of the AF project (2022):

1. High resolution flood hazard inundation maps for the Drin Basin

Suitable for use in land use planning, development zoning, flood risk mitigation design, establishment of flood insurance criteria, raising public awareness, and emergency planning. These definitive basin hazard maps will be produced for a number of different return periods and for a range of climate change scenarios and will be the basis of climate risk information for use on climate risk management of the basin. The work will concern only areas at most potential flood risk (and not the whole Drin River Basin[27]

2. GIS-based basin-wide socio-economic risk model

GIS-based basin-wide socio-economic risk model which will integrate various spatial socio-economic data with the flood hazard maps, performs vulnerability assessment, and produce high-resolution vulnerability maps which will include damages losses, and loss of life estimates for floods of different return period. The model will enable damage and loss modelling, impact-based flood forecasting, cost-benefit analysis, and the appraisal of FRM interventions based on cost-benefit analysis, and development of financing mechanisms for long-term FRM. Using the GIS-based risk model, the project will complete a cost-benefit options analysis for the Drin basin, to identify options that maximise benefits.

3. Draft Strategy for Flood Risk Management in the Drin River Basin: prepared by Mr. Herve Bousquet (AF Project CTA)

[27] Complete areas are being identified by GIZ project or/and national flood related policies (where in existence) when applying the EU Floods Directive

4. Background report and review of the legislative and policy framework in Integrated Flood Risk Management (IFRM) in the Drin basin

5. Capacity assessment (functional, resourcing, technical and financial) report with the long-term Institutional capacity development plan

6. Drin basin policy IRFM recommendations with outline of the selected DRB polices

7. Strategy and Work program for the EWG on Floods

8. Basin flood risk financing and risk transfer strategy (under development)

Other documents:

9. Socio-economic thematic report – for the Drin Basin (2020)

In addition, it is expected that during implementation of the assignment the flowing deliverables or its parts (currently under development) from the AF FRM Project might be available to the consultant (depending on the time harmonization of activities achieved) to complement above provided information:

10. MoU for the Management of the Extended Transboundary Drin Basin (2011)

11. Flood Insurance in the areas of Skadar/Shkoder Lake-Buna/Bojana River, and Struga in Ohrid Lake-Outputs developed under the GEF Drin project (2021)

2. Report on data availability and quality, characterization of the socio-economic status of the communities and their vulnerability to flood

3.1 Report on Flood vulnerability, flood damages and losses in the study areas

3. 2 Feasibility studies into various types of ex-ante flood insurance including indemnity and index-based flood insurance schemes for Drin Basin and cost-benefit analysis of flood insurance for Drin Basin

4.1 Existing Flood-related Disaster Risk Management Legislative and Policy Frameworks and Financing Mechanisms

4.2 Existing and indicative insurance products for ex-ante risk management

4.3 Report of results of the willingness to pay surveys and recommendations for the flood product/insurance scheme as well as the willingness to pay of households, business sector, public sector, and agricultural households.

5. Report of private sector willingness to contribute to flood risk management activities and to contribute to/subsidise flood insurance

12. Preliminary Flood Risk Assessment for the Drin/Drim – Buna/Bojana River Basin, GIZ (2018)