



Albanian-American  
Development Foundation

**REQUEST FOR PROPOSALS  
PREPARATION OF TERMS OF REFERENCE FOR**

**THE INTEGRATED MANAGEMENT PLAN OF DURRES ARCHAEOLOGICAL AREAS A AND B.**

**Background**

Albanian-American Development Foundation (AADF) was created in 2009 by the Albanian-American Enterprise Fund with the support and encouragement of United States Agency for International Development (USAID) and the United States Government. The mission of the foundation is to facilitate the development of a sustainable private sector economy and a democratic society in Albania by investing on the fields of education; entrepreneurship; leadership development; cultural and eco-tourism. AADF Cultural and eco-tourism program focuses on preserving the rich natural and cultural heritage of Albania and developing the economies of surrounding communities. Our objective is to implement sustainable projects that focus on local capacity building, increasing employment opportunities and creating strategic management plans for fragile natural or cultural heritage sites.

Durres holds significant economic importance due to its advantageous geographic location. It has been a main tourist destination in Albania, renowned for its sun-and-sand tourism. However, the lack of a well-structured strategy for cultural tourism in the city have hindered Durres prosperity and prevented the city from reaching its full economic potential. This is further compounded by the damage caused by the 6.4 magnitude earthquake that struck Durres last November. In addition to loss of lives and damaged property, the earthquake has caused widespread damage to infrastructure and cultural heritage in the city, interrupting everyday life of the citizens and negatively affecting business and tourism. In this context, the AADF and the Ministry of Culture are collaborating to implement a set of interventions aiming to revitalize the cultural heritage of the city. One of the first step towards this initiative is the Integrated Management Plan (IMP) of Durres Archaeological Areas. It aims to preserve, regenerate, and develop Durres historic area, known as the archaeological areas A and B, and put Durres on the map of European historic destinations and cultural tours in the Mediterranean. The IMP will adopt an innovative approach in line with national and international terms and it will play a key role in the sustainability of the site. Furthermore, it will provide more opportunities for sustainable economic development through the AADF's TID model<sup>1</sup>. The intervention will serve as a catalyst, leading to the revitalization of the Durres and its sustainable development. The AADF will fund the development of an Integrated Management Plan (IMP) that will include conservation and governance of the Durres archaeological heritage with a focus on the Amphitheatre, located at the heart of the city.

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<sup>1</sup> Further information on TID model will be given by the AADF team during the preparation of the ToR.



## Scope of Works

The Albanian-American Development Foundation (AADF) invites international heritage consultants (referred to as the “The Consultant”) with practical experience in development of management plans for archaeological sites/cultural heritage in urban context, **to write the Terms of Reference for the entity** which will prepare the Integrated Management Plan of Durres Archaeological Areas A and B (referred to as the “The Expert”). This will require meetings (or due to current situation of COVID-19, video calls) with representatives of the Ministry of Culture, AADF and other relevant local institutions responsible for cultural heritage in Albania.

Further, the Consultant will be in charge of monitoring execution of the ToR by the Expert. This may involve discussions between the Consultant and the Expert for the review and finalization of the Integrated Management Plan. The Consultant will be responsible for signing off ToR fulfilment in the final Integrated Management Plan.

The Consultant will also advise AADF during the tendering process and assist with proposals’ evaluation.

## Deliverables

- A. The Consultant shall provide the following deliverables:
  - ToR with clear objectives, approach, expected results and required expertise and qualifications for the Expert who will prepare the Integrated Management Plan for Durres Archaeological Areas A and B in accordance with the Legal framework set by the Law No. 27 of 2018 “On Cultural Heritage and Museums” in Albania.
  - The ToR should include components mentioned above as well as additional items in order to reflect the best heritage practice for an Integrated Management Plan in Urban Archaeology. A special attention should be put on: working methodology for the Expert, International guidelines and policies to better manage heritage in urban context, core specialties to be included in the Expert team, and their minimum required qualifications as well as other elements as indicated by the AADF and the Ministry of Culture<sup>2</sup>.
- B. Advising on criteria for tendering and selecting the Expert;
- C. Sign off Durres Integrated Management Plan prepared by the Expert;
  - Review of the Integrated Management Plan delivered by the Expert and sign off of the final version.

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<sup>2</sup> ToR should provide requirements for the scope, structure, content, methodology of preparation of management plans approved by the Council of Ministers of the Republic of Albania. A document that will be given to the Consultant by the AADF during the ToR preparation.



### **Supervision and reporting**

The overall work under this consultancy would be supervised by AADF under Cultural and Eco-Tourism Project Manager.

The Consultant shall keep regular communication with AADF, regarding the performance of the services.

AADF and the consultant will conduct weekly video calls that will serve as information transmittance and guarantee a successful achievement of the work plan according to the agreed deadlines.

The consultant will provide a written report on the evaluation of proposals received during the tendering process.

### **Timeframe**

Application delivery: 11 May, 2020.

Delivery of the ToR: three weeks from contract signing date.

Review and sign off of the Integrated Management Plan will depend on the selection of the Expert and delivery of the draft Integrated Management Plan by the latter.

### **Requirements for the Consultant**

Previous international experience in management of Urban Archaeology sites open to tourism;

Previous experience in preparation of Terms of Reference and/or Management Plans for archaeological sites (preferably touristic urban archeological sites like Durrës);

Other previous works on UNESCO sites and preventive archaeology are an advantage;

### **Documents to be submitted**

CV of the applicant and/or team members accompanied by copies of diplomas and certificates.

Three recommendations for similar works including contact information for the signing officer.

Work plan for the ToR preparation and financial proposal.



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Similar plans developed by the Consultant in person or as part of a team

### **Ceiling Fund**

AADF will accept offer up to USD 15,000 (VAT excluded: if applicable). Other Taxes will be the responsibility of The Consultant.

### **Evaluation Criteria**

Financial offer 40%

Consultant/Team experience in similar projects 40%

Consultant/Team qualifications (diplomas, published studies, recognitions etc.) 20%

### **Application Deadline**

Send application by email at [e.hasaj@aadf.org](mailto:e.hasaj@aadf.org) by 11/ 05/2020, at 17.00, Albanian time.



Map of Durres Archaeological Area (A-B).

