C**ALL FOR EXPRESSION OF INTEREST**

**IGAF 02.2019**

**CONTRACTING AUTHORITY**: CELIM NGO

**LOCATION**: VLORA, PERMET, BERAT - REPUBLIC OF ALBANIA

**SERVICE**: CREATION OF A UNIQUE TURISTIC PACKAGE OF THE PROTECTED AREAS OF VJOSA-NARTA, LLOGARA NATIONAL PARK, BREDHI I HOTOVES AND TOMORRI MOUNT

**FUNDING**: AICS (ITALIAN AGENCY FOR THE COOPERATION FOR DEVELOPMENT)

**ALLOCATED BUDGET**: 30.0000 EURO (ALL TAXES INCLUDED), treatable out of a detailed offer and budget.

**TIME FRAME**: The period for the completion of the creation of a package tour in the Protected Areas covered by ACAP Project comprising transport and accommodation advertised and sold together is a maximum of 3 (three) months, from the date the contract is signed.

**BRIEF DESCRIPTION OF THE PROJECT**: NGO “CELIM” in partnership with NAPA (National Agency for the Protected Areas)are responsible for the implementation of ACAP Project Community Actions of Protected Areas, in accordance to one of the main objectives of the project for the start of the IGAs (Income Generating Activities) in the PAs of Vlora, Përmet and Beratand the creation of a link with ongoing touristic initiatives to promote the Protected Areas. The project is financed by Italian Agency for Development Cooperation AICS (ref.AID – 011521) and this call aim is to invite tour operators and/or CSOs established in Albania with relevant and proven background to apply for the following consultancy tasks:

* the study of naturalistic experiences in the Protected Areas and increase of the sustainable accommodation capacity of the parks;
* proposals of investments to increase the tourist flow in the PA under the investment framework funded by IGAF and PAPAF grant schemes;
* the elaboration of tourist packages of different prices and duration;
* design, build and start a collaboration with foreign tourism agencies, preferably located in EU.

Note: Possible external technical support of third technical parties.

**PROCUREMENT PROCEDURE**:

1.First evaluation phase: Call for Expression of interest to shortlist at least 4 (four) interested tour operators/CSOs based on their capacity and past experiences in similar assignments.

All documents submitted will be considered and evaluated carefully by the members of an Evaluation Commission established by the Contracting Authority and their pre-selection will be based on the qualification and technical criteria listed below.

2: Second evaluation phase: the Evaluation Commission will evaluate the technical and financial offers presented by the shortlisted service providers based on the Terms of Reference provided by the Contracting Authority.

**QUALIFICATION CRITERIA**

The selected service provider must be:

- A tour operator (businesses) and/or a CSO;

-established in Albania.

**Technical and operational skills**

- least 5 years-experience and background in naturalistic tourism, in protected areas and touristic packages designing in protected areas, including organization tours;

- operational skills for the preparation and organization of naturalistic experiences (creation of paths, recreational activities, sporting activities, receptive activities);

- linkage and collaboration with international operators.

**Marketing and promotion skills**

- ability to collaborate with foreign tour operators (preferably located in EU);

- ability to produce and distribute promotional material and disclosure;

 - prominent competences of the key personnel of the tour operator;

In the Expression of Interest, it is required to describe in detail all previous experiences and professional assignments successfully completed by specifying for each of them.

**Eligible costs:**

- consultancy fee;

- local transportation;

- meals and accommodation;

- material and tools directly linked to the action;

- sub-contract to third technical parties with relevant proven experience.

**REQUIRED DOCUMENTS:**

A. Annex A - Declaration of honor on the exclusion criteria and absence of conflict of interest (in Albanian and in English),

B. Copy of the Business Registration Certificate (or equivalent);

C. Copies of the last two years certified balance sheets;

D. Description of previous experiences in the field of naturalistic tourism, describing the data and information required in Technical and Operational Skills (exclusively in English) and signed by the Legal Representative of the Applicant.

E. Financial Offer (the quotation) (exclusively in English).

**DEADLINE TO EXPRESS INTEREST**

The deadline to deliver the Expressions of Interest is 7 (seven) calendar days from the publication date of the CEI, before 17:00 local time.

**DOCUMENT SUBMISSION**

The Expression of Interest must be submitted in electronic format at the following address: acap.tenders@celim.it