

Consultation n°08_2019 SPA/RAC

**Assessment of the Ecological Status and
MSP preliminary initial assessment in Vlora
Marine Area (Albania) in the framework of
the MSP Pilot Project supported by the the
Italian Ministry of Environment, Land and
Sea (IMEELS) within the common agreement
with UNEP/MAP**

TECHNICAL SPECIFICATIONS

1. BACKGROUND

1.1. The SPA/RAC

The Specially Protected Areas Regional Activity Centre (SPA/RAC) was established by the Contracting Parties to the Barcelona Convention in order to assist the Mediterranean countries in implementing the Protocol concerning Specially Protected Areas and Biological Diversity in the Mediterranean (SPA/BD Protocol). Tunisia has been hosting the Centre since its establishment in 1985. The Centre works under the auspices of the UN Environment/Mediterranean Action Plan (UNEP/MAP) - Barcelona Convention Secretariat, based in Athens, Greece.

SPA/RAC's main objective is to contribute to the protection, preservation and sustainable management of marine and coastal areas of particular natural and cultural value and threatened and endangered species of flora and fauna in the Mediterranean.

For more information, please consult: www.spa-rac.org.

1.2. **MSP Pilot Project**

The activities of the present call for tenders are part of the MSP Pilot Project "MSP Pilot project to complement SUPREME and GEF Adriatic projects and to strengthen the EUSAIR Strategy, to be developed into the Adriatic relevant marine areas, subject to major pressures" implemented within the Bilateral Cooperation Agreement with the Italian Ministry of Environment, Land and Sea (IMELS). The project is financed by IMELS.

This project aims to complement SUPREME and GEF Adriatic projects and to strengthen the EUSAIR Strategy, to be developed into the Adriatic relevant marine areas, subject to major pressures at national (Albania) and sub-regional level (Adriatic). The project is implemented by SPA/RAC and PAP/RAC. The project's activities implemented within the present consultation aims to support Albania in its initial steps towards MSP implementation and provide the necessary data and recommendation for a pilot MSP implementation within a pilot area in Albania with the aim to harmonize efforts toward IMAP and MSP implementation within the Adriatic sub-region.

1.3 **IMAP/ECAP and MSP**

Contracting Parties decisions (Decision IG.17/6 on "Implementation of the ecosystem approach to the management of human activities that may affect the Mediterranean marine and coastal environment" and the Decision IG.20/4 on "Implementing the Ecosystem Approach Roadmap") reflect the wish to strengthen cooperation and seek synergies with the EU initiative, the MSFD, to achieve a shared vision of "a healthy Mediterranean with marine and biological ecosystems that are productive and biologically diverse for the benefit of present and future generations".

Additionally, Marine Spatial Planning (MSP) is based on the allocation of marine space in order to achieve sustainable development, including the protection of marine biodiversity and the conservation of marine resources, along with social and economic objectives, by overcoming the single-sector approach that focuses on a particular use of the sea.

According to the European Commission (EC), MSP fulfils four objectives:

- Reducing conflict on access to maritime space;
- Reducing cumulative impact of maritime activities on the environment;
- Reducing coordination costs for public authorities; and
- Improving certainty and predictability for private investments.

In the Adriatic Sea, implementing the Ecosystem Approach and improving sub-regional management capacity through Marine Spatial Planning aim to restore its balance.

Within this framework, the MSP Pilot project provide support to MSP process in Albania and allow additional support to the ongoing GEF Adriatic Project implemented in Albania and which, among other goals, provided the development of National IMAP Monitoring programmes related to E01 Biodiversity (Habitat and species), E02 NIS, E05 Eutrophication, E07 Hydrography, E09 Contaminants and E010 Marine litter.

2. BIDDING REQUIREMENT:

This consultation is open to firms having experience in Marine Spatial Planning and particularly in mapping, characterization, and analysis of marine data related to the Marine biodiversity (Vulnerable species and habitat), Coastal and Marine Economic activities (Fisheries, aquaculture, Marine transportation, Oil industries, Tourism, Ports...), Hydrography, Pollution (contaminants, Eutrophication, Marine litter).

The study consists to:

- Collect all available data on (Biodiversity, MPAs, Fisheries, Aquaculture, Touristic activity, Socioeconomic, hydrography, contaminants, marine litter, marine traffic, coastal agriculture and legal framework) related to one pilot area in Albania: Vlora marine area including Vlora Bay and the transboundary zone.
- Complete missing data by field data and, when needed, from external sources (e.g. for marine traffic data or marine and coastal areas species and infrastructures coverage from satellites images data)
- Assess the Ecological status of the study area and provide an MSP preliminary initial assessment report and proposal guideline related to Vlora Area based on collected and available data.

The firm team of experts must be made up of at least:

- **Project leader:** with experience in Coastal zone management, Marine Spatial Planning, marine conservation, marine biology, biology, Oceanography, Marine Living Resources, Aquatic ecosystems fisheries, or equivalent field

- **Expert 1:** Specialist in marine conservation, marine biology, biology, fisheries or equivalent field
- **Expert 2:** Specialist in Marine Geophysics, hydrology, biology, marine pollution or equivalent field
- **Expert 3:** Specialist in fisheries and aquaculture studies or equivalent field.
- **Expert 4:** Specialist applying GIS to the mapping of the marine environment, marine and coastal infrastructures and marine and coastal human activity.
- **Expert 5:** Specialist in marine legal framework

It is preferable that at least the expert 3 be Albanian speaker to facilitate the field exchanges with the various target audiences and particularly the fisheries stakeholders within the framework of the implementation of the present study.

At least one member of the team of experts should have proven experience in assessing the vulnerability of marine ecosystems to anthropogenic pressures (e.g. fisheries, marine traffic, pollution, intensive touristic activities).

At least one member of the team experts should have proven experience in assessing socio-economic data.

N.B:

- An expert may be proposed to cover at most 2 specialties,
- More than one expert per specialty can be proposed except for the project leader,

3. OBJECTIVE OF THE ASSIGNMENT, SCOPE AND DURATION

3.1 Objective of the Assignment and scope:

The data collection will be processed via an **international consulting team of experts**.

The study includes collection of existing data which will be complemented by field data.

The international consulting team will have a close continuous consultation with the SPA/RAC representative and the representative of the Albanian Ministry of Tourism and Environment.

The purpose of the study is to assess and complement the existing knowledge on the state of marine environment in the Area of Vlora in Albania by collecting and processing the data related to:

- Marine ecosystems: The provider will have to collect and assess all the available and needed data related to Marine Species and Marine habitats in the study area.
- Marine and coastal Human activities. The provider will have to collect and assess all the available and needed data in the study area related to:
 - Fisheries
 - Marine traffic and transportation
 - Offshore activities (existing and projected) as the oil industry, wind farms, aquaculture farms, seismic prospecting
 - Ports (fishing, commercial, marinas)
 - Coastal and marine Touristic activity and infrastructure
 - Marine infrastructures
- Legal framework related to ICZM and MSP: The provider will have to analyse the legal framework of Albania and its coherence and possible gaps to the implementation of ICZM and MSP.

The study should be done in the most efficient way, following a risk-based approach, on the above themes, bringing the most added value. The objective is to provide qualitative and quantitative (as possible) data on the study area. Within this framework the provider will also complement the existing knowledge on the state of marine environment and human coastal and marine activities in the study area by collecting and processing field and taking as a baseline the several studies previously implemented in Vlora and the national knowledge gap assessment and National Monitoring programme developed within the GEF Adriatic Project (Data on GEF Adriatic Project will be provided by SPA/RAC).

Based on the assessed data, the provider will provide a report:

- describing the study areas and its ecological status as well as the existing threats and their cumulative impact on marine ecosystem
- describing the main marine and coastal activities within the study area including their related data and the identified impacts on marine ecosystems and the conflicts related to the shared marine area
- providing an analysis of the environmental and socioeconomic evolution of the study area during the last decade
- providing a description of the existing national stakeholders related to Marine biodiversity monitoring and to the ICZM and MSP implementation. For this purpose, an organogram showing the different national institution involved within the process and their interconnection should be elaborated.
- providing an assessment of the national legal framework related to ICZM and MSP in Albania
- Proposing preliminary guidelines to prepare the implementation of the MSP at the national level in the study site

The provider will also provide GIS Maps. The aim of the GIS Maps is to spatially describe the collected data and to show interconnection and interaction among the different human activities and marine ecosystem in the study area. The GIS Maps should enable identification of conflicts on marine space use, thus, providing decision-making tools for Marine Spatial Planning.

GIS Maps including different layers will be elaborated by the provider: the different layers must be set for biodiversity (habitat, bathymetry, vulnerable zones and habitat, protected areas), fisheries, ports, marine traffic routes, anchoring areas/commercial vessels stand by areas, no fishing zones areas, aquaculture, offshore activities, pollution hotspots, most frequented coastal areas, marine infrastructures...

All collected data shall be processed and prepared in formats that will be compatible with the SPA/RAC data bases since all data should be transferred and integrated within it.

3.2 Duration:

The total duration of contracting is 3 months starting from the signature by both parties but not later than 31 December 2019.

The study should be conducted over one single phase as follows:

- 1st Study Draft report of the study and 1st preliminary MSP Guideline report: to be submitted 40 days maximum from the signature of the contract including MAPs and GIS layers
- 2nd draft report of the study and 2nd preliminary MSP Guideline report to be submitted 7 days maximum after reception of the comments and feedback from SPA/RAC and the country representatives.
- Final report of the study and final preliminary MSP Guideline: 10 days after the presentation of the study results and the MSP guideline within a meeting in Albania.

4. STUDY AREA OF VLORA

The proposed study area is the marine area of Vlora including Vlora Bay, the Karaburun-Sazan Marine Park and part of the Internal Albanian Water (12 NM). (see Figure 2).

Focus will be made in Vlora bay (territorial Albanian Seas) and the Karaburun-Sazan Marine Park (figure 3) taking into consideration the interconnection with the adjacent marine Internal Water and the transboundary areas.

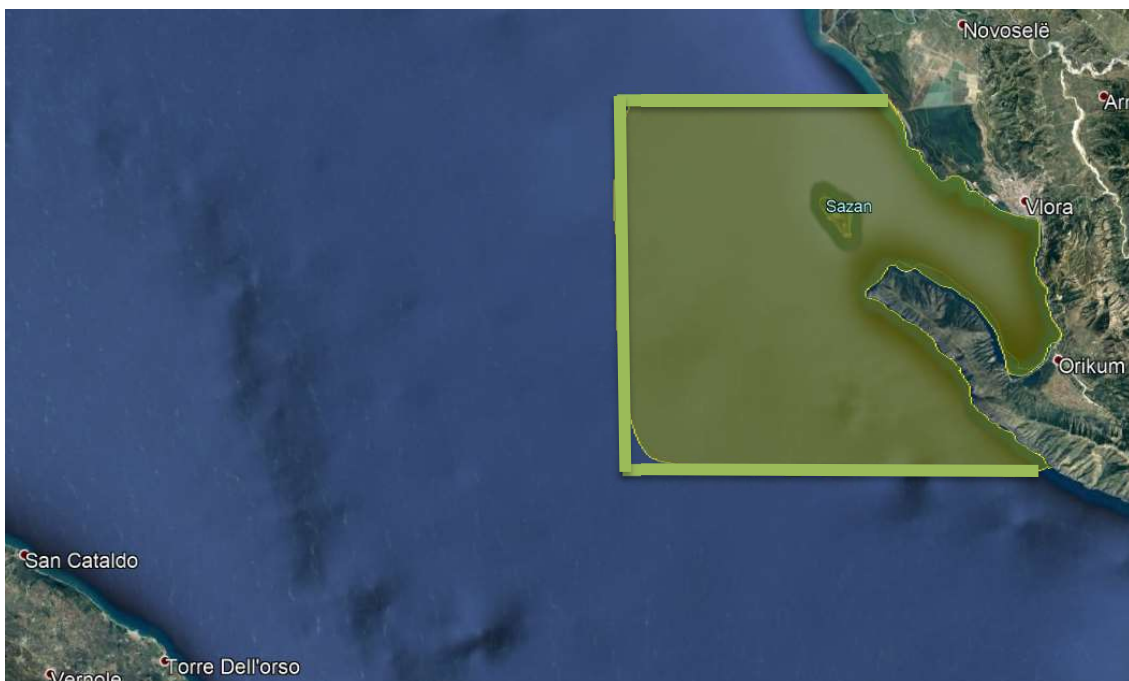


Figure 2: Proposed Study area of Vlora, Albania

The area also includes Vlora Commercial and Fishing Port



Figure 3: Coverage area (in green) of the Karaburun-Sazan marine park

In the Albanian waters and, in particular, in the Vlora Gulf, various natural and anthropogenic impacts have been acting progressively in recent years. In fact, development for tourism and its consequent building activity have increased the variation in transported sediment volume and in the evolution and shifting of river outlets, with negative effects on both sediment dynamics and the morphologic equilibrium along the littoral zone, especially in dune system (Boi, 1994; Anonymous, 2008). In addition, the building of the New Vlora harbor in Albania has also acted on the coastal dynamics, increasing coastal erosion and moving a lot of the sediment and debris on the bottom of Vlora Gulf. Moreover, natural sediment transport from the Vjosa River is high (estimated at about 8 million tons per year), and there is transport from other minor sources as well. Studies on the currents and water-mass dynamic inside the Vlora Gulf have highlighted the presence of two whirlpools in the center and southern parts, leading to further massive transport of fine sediment deposits. All these processes are responsible for intense sedimentation within the soft-bottom communities, which could affect their structure and equilibrium.

In addition, Vlora Bay is one of the primary pollution hotspots in the country, where untreated wastewater (sewage) and industrial water (from the polyvinyl chloride and stony salt factories) are discharged directly into the sea and the coastal zone. In addition, the development of a refinery is being planned, and consequently, new impacts are expected on the coastal ecosystems.

The area is known for its high biodiversity value and a detailed description of the structure and composition of species in the marine coastal communities will be part of the ecological analysis of the area within the actual study.

Particularly, a previous survey had been done in the proposed area within the CISM Project 2007- 2008 (Maiorano et al. 2011: Bioecological study of the benthic communities on soft bottom of the Vlora gulf (Albania)).

The survey was done by a multibeam echo sounder and a Side-Scan–Sonar system as well as sampling by Van Veen grabs and scuba dives. The results of that study have to be considered as the baseline data for the actual field survey (figure 4) and will allow to assess the evolution of the environmental status and the good environmental status in this area taking into consideration the impact of both physical disturbance due to the influence of man-made structures and activities and, the implemented management measures to conserve the marine ecosystems.

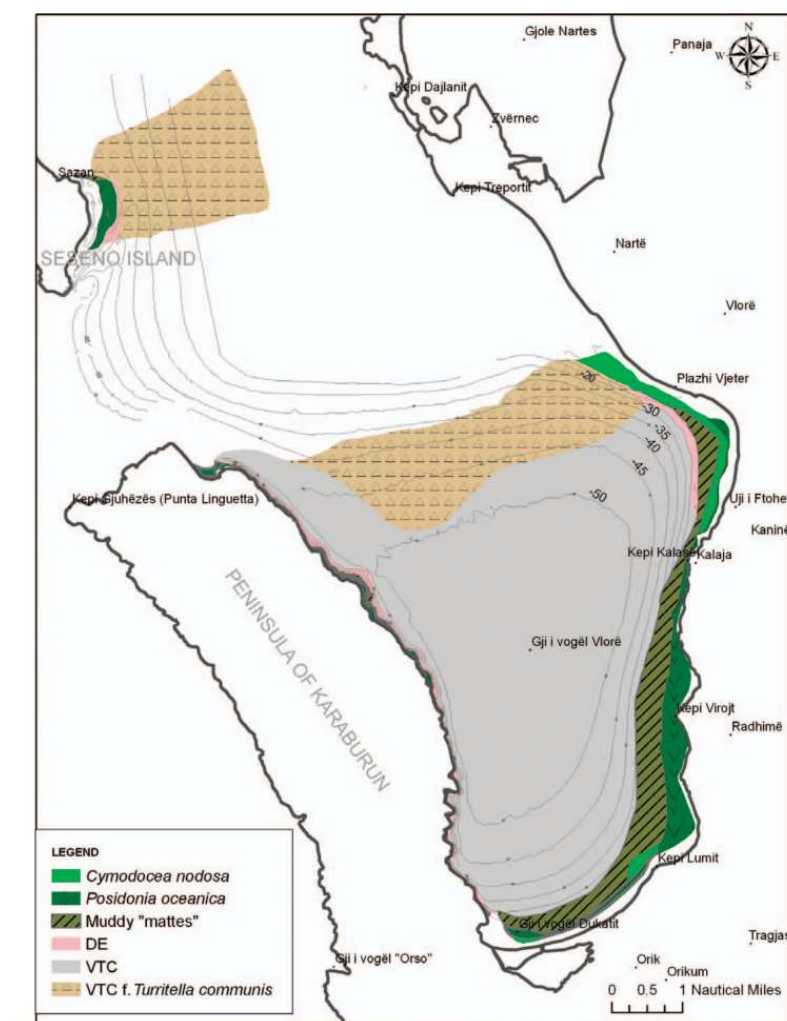


Figure 4: Map of the main benthic habitats identified in the Vlorë Gulf (Maiorano et al, 2011)

Additionally, the hydrological studies related to the Albanian sea area are generally limited. One of them was related to the Vlorë bay (C.I.S.M, 2008). "Progetto di assistenza tecnica alla realizzazione ed alla gestione di un centro internazionale di scienze del mare in Albania".

(C.I.S.M 2008) was carried out within the framework of the project INTEREG III 2000-2006 Italia-Albania, Misura 2.1, Aks III.

As a case study, the bay of Vlorë was selected with a total sea area of approximately 670 km² (area 1+2+3, figure 5).

Thematic areas for which "case studies" were implemented are the following:

- Geology and Sedimentology
- Coastal Erosion

- Hydrogeological monitoring of coastal aquifers
- Plankton Coastline
- Benthic Coastline (hard substrates)
- Benthic Coastline (soft substrates)
- Reproduction and Trophic Networks in Mariculture
- Physical and Biological Oceanography
- Chemical Oceanography
- Ecotoxicology
- Environmental regulations

The results of these works were presented in two documents (789 pages and 245 pages) which should be consulted within the present study.



Figure 5: Study area CIZM project, 2007-2008

5. TECHNICAL SPECIFICATIONS

5.1. Tasks

The collected data should enable the assessment of the Good Environmental Status of the study areas and provide key indicators and/or decision-making tools for Marine Spatial Planning with an identification of the main marine activities and vulnerable zones within the area as well as a description of interactions and conflicts among the different human activities and the marine ecosystems.

A holistic analysis should be done taking into consideration the biodiversity, the socioeconomic and the legal framework data within the study area in order to provide a preliminary initial assessment of MSP implementation within the area and particularly in Vlora Bay.

The means of implementation are detailed within the Methodology chapter.

5.2. Methodology

The provider must collect and analyse all the available studies related to Vlora marine area, in particular, those relating to Marine and coastal Biodiversity, marine and coastal habitats, Fisheries, aquaculture, hydrography, contaminants, marine litter, touristic activities, offshore activities, marine traffic, and ports. The National Data GAP assessments reports and the National IMAP Monitoring programmes elaborated within the GEF Adriatic Project (will be provided by SPA/RAC) will be considered as a baseline for the study and to be completed by the missing data.

When data is missing at national level, the provider will implement field data collection by:

- Implementing questionnaires and/or technical meeting with key stakeholder at national level; and/or
- Use Satellite images (to be provided by the provider) to define coastal use evolution, bathymetry evolution, marine vegetation, marine substrate, marine infrastructures and activities such as ports, erosion protection structures, aquaculture farms...; and/or
- Use marine traffic data (to be provided by the provider) to define maritime shipping traffic routes, vessels types, vessel sizes, vessel traffic frequency, most used ports...

The data to be collected and provided is:

A. Biodiversity and Fisheries

A.1. EO1: MARINE HABITAT

The collected and processed data must be analyzed to identify and characterize the major geomorphological and biological characteristics of the study area and provide related maps by extrapolating the data and using satellite images when needed.

The main marine habitats within the study area will be well described. The vulnerable and key marine habitat must be highlighted.

The maps to be provided must show the marine habitats coverage and its limits must be clearly identified.

A.2. E01: Marine species (Marine mammals, Sea Birds and Marine reptiles)

The collected and processed data must be analyzed to

- At the extent possible, set, within the study area, the frequency, the distributional range, the population abundance and the demographic characteristic of the endangered Marine mammals (to consider the recent observation of monk seal in the area), the seabirds and the sea turtles (to note presence of sea turtle rescue centre within the study area).
- At the extent possible, identify, within the study area, the potential hot spots for the above species as well as the identification and description of observed sources of negative interaction: noise, light, overfishing, fishing, habitat/breeding/nesting site loss, marine litter, contaminants, marine traffic, ghost nets... (Available Stranding and bycatch data may be used to define the main interaction with the vulnerable species)

Available data on Vulnerable and endangered cartilaginous species must be also highlighted including the interaction with fisheries.

A.3. E02: NIS

Based on the recent inventory of NIS, the NIS Gap assessment and the most likely to invade Albania invasive species elaborated by SPA/RAC with the GEF Adriatic project (data to be provided by SPA/RAC), the present study must identify and highlight the possible interaction between NIS and human activities and particularly identifying the main areas within the study site to consider as hot spot for NIS expansion or invasion. The main possible NIS sources (Ports, aquaculture, fisheries marine transportation, marine traffic...) should be defined within the study site.

The below table define the most likely to invade Albania NIS and for which, the provider should pay attention during data collection.

Table 1. The most likely to invade Albania invasive species with pathways other than the Suez Canal, ranked according to their assessed impact, in decreasing order (according to Horizon Scanning methodology). (Source: E02 NIS National MONITORING PROGRAMME, 2019; GEF Adriatic)

Species	Name in English	Overall impact on biodiversity score	Overall impact on ecosystem services score
<i>Amathia verticillata</i>	Spaghetti bryozoan	100	300
<i>Codium fragile</i>	Green fleece	64	256
<i>Mnemiopsis leidyi</i>	Sea walnut	64	256
<i>Ciona robusta</i>	Tunicate	64	254
<i>Anadara transversa</i>	Transverse arc	60	120

<i>Pterois miles</i>	Lionfish / Devil firefish	36	144
<i>Garveia franciscana</i>	Rope-grass hydroid	36	144
<i>Styela clava</i>	Asian clubbed tunicate	36	144
<i>Clytia hummelincki</i>	Hydrozoan	36	108
<i>Megabalanus tintinnabulum</i>	Titan Acorn Barnacle	36	108

A.4. E03 Fisheries:

The E03 knowledge Gap assessment elaborated within the GEF Adriatic Project, the AdriaMed project outputs and the GFCM SOMFi 2018 report and will serve as the main basis of fishery data collection. Missing data will need to be collected in the field (via ports visit and questionnaires).

The provider is meant to provide data on:

- The variability of fish assemblages (in terms of species richness and density)
- Fishing Ports: location, capacity, vessel types, port importance within the area and the country (According to total catch/landing and Effort by fleet segments and per area)
- The most targeted species and areas within the study site by local fishermen
- The fish stock status and evolution
- The possible conflicts with other fisheries and activities
- The fishing vessel usual traffic routes within the study site.
- The major gaps

Additionally, data related to marine and coastal aquaculture farms have to be provided and particularly: Aquaculture farms type, Main species, location, number of cages/basin, geographical location, depth, marine area used/marine area planned for extension or new farms, landing ports, starting production year, evolution, major conflicts/interaction with other activities...

B. Pollution and Hydrography

B.1. E05 Eutrophication, E09 Contaminants and E010 Marine Litter

The study will be done in a way to collect and assess the existing national data related to the study site. Indeed, Albania had implanted a monitoring system based on UNEP/MAP MED POL Monitoring programme.

Data sampling, processing and assessment will be ensured by the provider. When needed, consultation with the competent national institutions must be done in coordination with SPA/RAC and the National representatives of the Ministry of Tourism and Environment.

A particular attention will be driven for marine areas including water inputs from rivers and wastewater evacuation as well as bathing areas and areas including marine infrastructures and aquaculture farms.

The aim of the collection and analysis of eutrophication and contaminants data is to characterize the status of the level of pollution within the study area and, at the extent possible, define the main sources (human activities) and most impacted marine and coastal areas by eutrophication, contaminants and marine litter.

Within this framework, the collection and analysis of available data should at least focus on:

- Sea water Temperature, salinity and density;
- Sea water Transparency;
- Sea Water concentration of Dissolved oxygen content: mainly data measured near the bottom (under the euphotic layer/oxycline).
- Concentration of orthophosphate (PO₄-P), total phosphorous (TP), nitrate (NO₃-N), nitrite (NO₂-N), Ammonium (NH₄-N), total nitrogen (TN) and orthosilicate (SiO₄-Si) in the water column
- Composition and abundance of phytoplankton community –
- Concentration of chlorophyll-a:
- Contaminants within *marine* organisms, (bivalve species and/or fish):
 - o *Trace/Heavy Metals (TM): Total mercury (HgT), Cadmium (Cd) and Lead (Pb)*
 - o *Organochlorinated compounds (PCBs, Hexachlorobenzene, Lindane and ΣDDTs)*
 - o *Polycyclic aromatic hydrocarbons (US EPA 16 PAHs Compounds)*
 - o *Lipid content, flesh fresh/dry weight ratio for normalisation purpose*
- Contaminants within *sediments*
 - o *Trace/Heavy Metals (TM): Total mercury (HgT), Cadmium (Cd) and Lead (Pb)*
 - o *Organochlorinated compounds (PCBs, Hexachlorobenzene, Lindane and ΣDDTs)*
 - o *Polycyclic aromatic hydrocarbons (US EPA 16 PAHs Compounds)*
 - o *Aluminium (Al), Total Organic Carbon (TOC) in the <2mm particle size fraction for normalization purpose for TM and OCs, respectively. The <63µm sediment fraction is recommended to be complementary for metals.*
 - o *The lyophilization ratio (dry/wet sediment ratio)*

Regarding the marine litter, qualitative and quantitative data on macro marine litter and Microplastics presence in the water column, seafloor and coastal areas be collected. Field questionnaires have to be implemented by the provider in case of the scarcity of the available data.

The knowledge gap assessment and the National Monitoring programmes reports related to E05, E09 and E010 elaborated within the GEF Adriatic Project will be provided by SPA/RAC to the provider to serve as an additional source of data.

B.2. E07: Hydrography

The aim is to provide a preliminary map of the hydrologic natural dynamic of the study area of Vlora Bay and link it with the marine habitat and biodiversity dynamic of the area as well as contaminants and marine litter distribution and marine infrastructures impact.

The available measurement of key hydrographic properties (temperature, salinity/conductivity, transparency, turbidity, suspended matter, etc.) as well as physical parameters bathymetry/depth variation, currents, waves, tide/sea level, temperature, salinity/conductivity, transparency, turbidity, substrate) will be taken into consideration.

Sites with evident impact by hydrology alteration must be identified, e.g. fractionated Posidonia meadows, leaves with high epiphyte density, areas with high concentration of marine litter, area with high concentration of sediments...

The knowledge gap assessment and the National Monitoring programmes reports related to E07 elaborated within the GEF Adriatic Project will be provided by SPA/RAC to the provider to serve as an additional source of data.

C. Marine traffic, Touristic activities and other marine human activities

The provider will collect and assess data related to:

- Marine traffic within the study area: the provider must collect all the available data for national or external sources. Data should provide the evolution of marine traffic at least during the last 5 years. Data will have to be analysed to define:
 - o The most usual maritime shipping routes for commercial vessels within the study area including the traffic frequency, the average vessels size and the commercial vessels stand by areas
 - o The most usual maritime shipping routes for fishery vessels (cruise ships and recreational craft) within the study area including cruise ships stand by areas if any
- The most frequented coastal areas for touristic activities including the seasonal variation as well as the evolution over the last 10 years.
- The most important marine infrastructures (ports, breakwaters...) implemented within the last 10 years (and the projected ones if any).
- Any other relevant existing or planned Human activity (e.g renewable energy farms, oil platforms, underwater cables...)

All the data should be reported within Maps and GIS layers in order to allow their superposition with other layers related to biodiversity, fisheries and aquaculture, pollution, bathymetry and hydrography.

D. Main stakeholders' identification and the Legal framework

With regard to the MSP Directive and ICZM Protocol requirement, the provider will have to

- Identify the national institutions in charge of ICZM and MSP implementation. A detailed organogram showing who is doing what will be provided including identified gaps
- Collect and assess the regional and national legal framework related to ICZM and MSP implementation in Albania. The aim is to identify its coherence and possible gaps to

the implementation of the ICZM protocol and the MSP Directive in Albania.

The report of the study will be intituled “MSP preliminary initial assessment report of Vlora area in Albania” and must include:

- a summary description of the study area,
- the parameters and the methodology adopted, and the tools including software and databases,
- the main results of the assignments with an interpretation of all figures, tables and maps related to biodiversity as well as the physical, chemical, biological parameters and socio-economic data,
- the main gaps identified
- the legal framework
- the main conclusions of the results including recommendations related to:
 - Environmental status of the area
 - Vulnerable zone and species within the area
 - Main identified threats and their evolution
 - Main marine activities in the area
 - Coherence with the Marine Spatial Planning needs
- GIS maps (shapefiles) ready to be put online via the SPA/RAC platform on biodiversity (<http://data.medchm.net>):
 - the map of biocenoses/facies/associations identified in the study area (different details and resolution according to the aims of the job),
 - the bathymetric map of the marine and coastal zone,
 - the geomorphological map of the study area,
 - the hydrological map of the study area
 - a map showing the contaminants, the eutrophication and the marine litter parameters and highlighting the related hotspots and the identified sources of pollution
 - maps of sensitivity of habitats to eutrophication, hydrology alteration and pollution
 - map of fishing areas
 - map of areas with restricted activities (e.g. Marine protected area, no take zone, no fishing zone, etc.)
 - map of the major marine infrastructures
 - map of the aquaculture farms
 - map of the maritime shipping routes
 - map of the oil platforms and underwater cables location if any.

N.B: Maps will be elaborated according to the available and collected data. If the collected data doesn't allow to elaborate a particular Map, the provider should inform the SPA/RAC and provide an alternative solution to showcase the available data. SPA/RAC reserves the right to evaluate the proposal and inform the provider on its final decision.

The preliminary MSP report guideline:

Additionally, to the study report, the provider will have to prepare a guideline report (20 pages max) which will highlight proposals to Albania for requested steps to implement a Marine Spatial Planning. The report will be related to:

- The data collection and monitoring
- The existing administrative, legal and technical resources and the needed ones
- The stakeholder's involvement process
- A proposed process to fill the gaps

Validation Meeting

After the finalization of the 2nd draft report of the study and the 2nd preliminary MSP Guideline report, a validation meeting is to be planned with the representatives of the Albanian Ministry of Tourism and Environment and representatives of national institutions with responsibility for implementation of national IMAP, ICZM and MSP to present the study result and the MSP guideline.

The project leader should participate to the meeting to present the results and take note of the possible revisions requested. The participation fees of the leader project to this meeting will be covered directly by SPA/RAC and should not be included in the financial offer.

The validation meeting will be held in the Ministry of Tourism and Environment premises (Tirana).

After the validation meeting, the provider must revise the document and send the final version of the deliverables within 10 days maximum from the validation meeting.

6. PARTICULAR REMARKS

- 6.1. Language:** All Reports and maps within the actual study must be provided in English, in three copies in hard and electronic format.
- 6.2. Materials and means of implementation:** The provider must mobilize every necessary equipment for the completion of the work in hand.
- 6.3. Miscellaneous costs:** Travel and accommodation costs, as well as insurance for the team and equipment, will be borne by the provider.
- 6.4. Documents for the permits:** the contractor must provide all the documentation which could be required by the local authorities (detailed list of human resources, logistics, copy of ID documents, etc.)
- 6.5. Delay extension:** The implementation timeline of the MSP project doesn't allow any extension of the planned initial delay of the present study

ADMINISTRATIVE SPECIFICATIONS

ARTICLE 1 - CONDITIONS FOR PARTICIPATION IN THE BIDDING

The service provider firm must have proven competence in Marine Spatial Planning and particularly in mapping, characterization, and analysis of marine data related to the Marine biodiversity (Vulnerable species and habitat), Coastal and Marine Economic activities (Fisheries, aquaculture, Marine transportation, Oil industries, Tourism, Ports...), Hydrography, Pollution (contaminants, Eutrophication, Marine litter).

Bids from a consortium of joint and solidary companies are authorized on condition that the leader is clearly identified in the consortium deed, an original copy of which must be included with the bid. In case of a consortium, a clear definition of the tasks to be undertaken by each partner should be included in the bid.

ARTICLE 2 – CONTENT OF THE OFFER

The offers document must include a technical offer and a financial offer.

Technical offer

It must contain:

1. The firm's references regarding similar studies¹: Certificates: reception certificate, acceptance minutes or any other documentary evidence delivered by the study sponsors, must be provided as proof; the budget of similar studies mentioned as firm's reference must be mentioned by the firm participating to this call for tender.
2. The CV of the proposed experts (signed/initialed by the expert on every page of the CV) with their background, qualifications, experience and references (including copies of their university diploma(s)).
3. A methodological note including the organization of the work, the planning and time schedule, the chronogram of intervention of the team and the complete list of equipment/software to be used.

Financial offer

The financial offer must be expressed in tax-free prices in Euros. It should include all the costs connected to the provision of the service and presented in the template attached in Annex 1.

The financial offer should also include the following administrative documents:

1. A tax certificate, valid on the offer submission date, proving that the firm has no outstanding tax obligations.
2. A certificate proving that the tenderer is registered in the commercial register.
3. A statement delivered by the social security body to which the provider is affiliated stating that all dues have been paid and which is valid on the date of submission.
4. A sworn statement of non-bankruptcy.
5. A sworn statement that the firm is in no situation that could in any way be incompatible with the mission or compromise independence in carrying out the mission.

¹ Could be considered as a similar study, any study leading to the mapping of marine and coastal habitats, ecological status assessment of a sea area, ecological study of a marine area, MPA ecological study, hydrology study, sea pollution assessment, MSP study, marine chemical and/or physical study, fisheries study, Marine pollution study.

6. A sworn statement from each of the members of the work team, who are not staff members, confirming that they are willing to participate in the work team to carry out this mission.
7. Call of tender signed (date, signature and stamp of the provider firm at the end of the document).
8. Submission letter, using the template attached in Annex 1;
9. Estimated details of global tender price, using the template attached in Annex 2.

If the original administrative document is not in English, it should be provided an additional copy translated into English by a sworn translator.

Should any of the administrative documents 1 to 9 be missing, the provider will be contacted to complete the offer documents within a period of ten days. If after a period of 10 days, the documents are still not complete the offer will be eliminated.

ARTICLE 3 - SUBMISSION OF OFFERS

**Offers must be received electronically at the following e-mail address:
car-asp@spa-rac.org, before 23h59 the 16 September 2019, Tunisia time (GMT+1).**

E-mails should have the following subject:

“Consultation/SPA-RAC/ MSP Pilot Project n°08/2019_SPA RAC”

Proposals received after this deadline will not be considered.

ARTICLE 4- ADDITIONAL INFORMATION:

If a tenderer has information to request or any questions about one or more parts of the bidding documents, he should refer to the customer by e-mail at car-asp@spa-rac.org, with copy to Mr. Anis ZARROUK (anis.zarrouk@spa-rac.org) and Mr. Daniel CEBRIAN (daniel.cebrian@spa-rac.org) in order to obtain the necessary clarifications no later than ten (10) days before the deadline of the submission of the offers.

The answers will be sent by email and published on the SPA/RAC website. Where appropriate, addenda to the consultation may also be added to it by SPA/RAC, in order to clarify the understanding of the tender documents or to bring changes to the information concerning the workplaces, the project, the terms of reference, the agreement or the other tender documents.

No answer will be given to verbal questions and all interpretation by tenderer of the tender documents that has not been subject of an addendum will be rejected and cannot imply the responsibility of the client.

ARTICLE 5 - DEFINITION, AND VARIATION OF PRICES

The services provided as part of this assignment consist of an overall fixed and non-revisable cost.

Article 6 – TENDER VALIDITY PERIOD

Any bidder who submitted a tender will be bound by his tender for 120 days starting from the day following the deadline fixed for receiving the documents. During that period the prices and information proposed by the bidder will be firm and non revisable.

ARTICLE 7- TERMS OF PAYMENT

Payment for the mission will be made as follows:

- 30% after validation by SPA/RAC of the second draft study report and the 2nd MSP guideline report and submission of all deliverables and their approval by SPA/RAC
- 70% after final acceptance by SPA/RAC of the final version of the study report and the final version of the MSP guideline report and submission of all deliverables and their approval by SPA/RAC

ARTICLE 8- OFFER EVALUATION PROCEDURE

8.1 Evaluation of technical offers

Only offers with complete administrative documents will be subject of technical evaluation. The evaluation committee will first examine the technical offers and will attribute a score to each offer according to a scale of 100 points maximum, based on the following criteria:

- 1- Firm's general experience and technical references (20 points).
- 2- Evaluation of the proposed project team and it's experience (55 points)
- 3- Methodology, organization and implementation schedule (25 points)

Criteria		Notation	
1- Firm's general experience and technical references. Working experience in the Mediterranean is an asset. (references presented by the competing firms will be assessed according to their nature, number and date delivered)	a- Nature and number of similar jobs, references delivered by study sponsors must be provided as proof	Nature and number of similar studies justified.	15 points maximum (4 points/reference, 1 additional point/reference in the Mediterranean; 1,5 additional point/reference in Albania)
		No similar studies	0 points (in this case the offer is eliminated)
	b- Date the most recent studies were carried out	Less or equal to 5 years	5 points maximum (1 point/study)
		Between 5 and 10 years	0,5 point/study
		Over 10 years	0 points

<p>2- Evaluation of the proposed project team and its experience in the Mediterranean is an asset (assessment will be based on the number of similar studies the proposed specialists have contributed to and the nature of their qualifications).</p>	<p>a- Project leader</p>	<p>Experience in similar studies</p>	<p>8 points maximum</p> <p><i>(2 points/ as project leader in similar study, 1 additional point/similar study as project leader in the Mediterranean or 1,5 additional point/ similar study as project leader in Albania)</i></p>
		<p>No similar study</p>	<p>0 points (in this case the offer is eliminated)</p>
		<p>MSc degree in marine conservation, marine biology, biology, Oceanography, Marine Living Resources, Aquatic ecosystems fisheries, coastal zone management or equivalent field</p>	<p>4 points</p>
		<p>Below MSc degree in field far from the one requested</p>	<p>0 points (in this case the offer is eliminated)</p>
	<p>b- Expert 1 Field of experience: Marine and coastal biodiversity</p>	<p>Experience in similar studies</p>	<p>6 points au maximum <i>(3 points/ similar study)</i></p>
		<p>No similar study</p>	<p>0 point</p>
		<p>MSc degree in marine conservation, marine biology, fisheries, coastal zone management or equivalent field</p>	<p>3 points</p>

		Below MSc degree or in field far from the one requested	0 point
c- Expert 2 Field of experience: Geophysics/hydrology/ hydrobiology / Marine and coastal pollution		Experience in similar studies on hydrology / bathymetry / oceanography/ pollution or equivalent	6 points maximum <i>(3 points/ similar study)</i>
		No similar study	0 points
		MSc degree in Marine Geophysics/hydrology or equivalent	3 points
		Below MSc degree or in field far from the one requested	0 point
d- Expert 3 Field of experience: fisheries and aquaculture		Experience in fisheries and aquaculture studies or equivalent	6 points maximum <i>(2.5 points/ similar study)</i> <i>0.5 additional point/reference including fisheries interaction with marine biodiversity</i>
		No similar study	0 point
		MSc degree in biology / Marine Living Resources / fisheries or equivalent	3 points
		Below MSc or in a field far from the one requested	0 point
e- Expert 4 Field of experience: mapping of the marine environment, marine and coastal infrastructures and marine and coastal human activity, GIS		Experience in similar studies including mapping	6 points maximum <i>(3 points/ similar study)</i>
		No similar study	0 points

		MSc degree in marine conservation, marine biology, biology, Oceanography, Marine Living Resources, Aquatic ecosystems fisheries, coastal zone management or equivalent field	3 points
		Below MS degree or in field far from the one requested	0 points
	f- Expert 5 Field of experience: marine legal framework	Experience in marine legal framework studies or equivalent	5 points maximum <i>(2.5 points/ similar study)</i>
		No similar study	0 points
		MSc degree on legislation, marine legislation or equivalent	2 points
		Below MS degree or in field far from the one requested	0 points
<p>The project leader can hold more than one position but no more than 2 positions. In this case his CV will be evaluated 2 times (separately for each position) following the above respective criteria.</p> <p>An expert who is not a project leader, can hold more than one position but no more than 2 positions. In this case his CV will be evaluated 2 times (separately for each position) following the above respective criteria.</p> <p>In case the bidder proposes more than one expert per position, each CV will be evaluated separately, and the score given will be the lowest attributed to the experts proposed for the same position.</p>			
3- Methodology, planning time schedule, chronogram of intervention of the team, and complete list	a- The methodological note	Methodology clearly presented, well developed and meets the terms of reference and the study's objectives <u>(the presentation of improvements and</u>	15 points

of equipment to be used for both field survey and laboratory analysis		<u>innovations is possible and will represent an asset)</u>		
		Methodology more or less well developed but meets the terms of reference and the study's objectives	10 points	
		Methodology poorly developed and fairly meets the terms of reference and the study's objectives	5 points	
		Methodology not clearly presented and does not meet the terms of reference and the study's objectives or no methodology presented	0 points	
	b- Planning, time schedule, chronogram of intervention of the team, and list of equipment to be used		Realistic planning clearly presented, coherent with the chronogram of intervention of each expert and the time schedule considering the requested time for reports validation and the list of equipment to be used	10 points
			Realistic planning but more or less well presented, fairly coherent with the chronogram of intervention, the time schedule and the list of equipment to be used	5 points
			Planning unclearly presented, doesn't respects the deadline,	0 point

		or no chronogram, or no time schedule and no list of equipment to be used presented.	
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If the content of an offer is markedly incomplete or differs substantially from one or several technical criteria specified in the offer documents, the offer will be eliminated without being rated.

Any offer that has not attained the minimum score of 80 points will be eliminated. If no offer obtains 80 points or more, the tender process will be canceled.

8.2 EVALUATION OF THE FINANCIAL OFFERS

Once the technical evaluation has been completed, the financial offers (of the offers that have not been eliminated during the technical evaluation) will be examined.

The evaluation committee will check that the financial offers do not contain any obvious arithmetical errors. Any possible obvious arithmetical errors will be corrected, and the corrected figures will be taken into consideration.

The evaluation committee will then proceed to a financial comparison. The lowest financial offer will receive 100 points. The other offers will be attributed a score based on the following equation:

Financial score = (amount of the lowest offer/amount of the offer in question) x 100

8.3. CONCLUSIONS OF THE EVALUATION COMMISSION

The choice of the best offer is achieved by weighting the technical and financial scores using a distribution key on an 80/20 basis. To this end:

- The technical score will be multiplied by a coefficient of 0,80.
- The financial score will be multiplied by a coefficient of 0,20.

The weighted technical - financial scores thus calculated will be added to ascertain the offer with the best technical and financial score.

If two offers obtain the same technical-financial scores, preference will be given to the firm in the following order:

- having obtained the best technical score
- having obtained the best total score for experience and qualifications of experts.
- having obtained the best score for methodology.

ARTICLE 9-- DEADLINE FOR THE EXECUTION OF THE MISSION

The maximum time allocated for carrying out the study is 3 months as from the date of signature of the contract without however exceeding the deadline of 31 December 2019, including the deadlines for handing in the final documents according to the following timeline:

Deliverables	To be submitted
1st draft of the study report	40 days maximum from the contract signature
1st preliminary MSP Guideline	40 days maximum from the contract signature
2nd draft of the study report	7 days maximum from the date of the revision requested by SPA/RAC

2nd preliminary MSP Guideline	7 days maximum from the date of the revision requested by SPA/RAC
Final study report	10 days maximum after the presentation of the study results and the MSP guideline within a meeting in Albania
Final MSP Guideline	10 days maximum after the presentation of the study results and the MSP guideline within a meeting in Albania

The evaluation of the draft deliverables (reports, maps, etc.) will be carried out by SPA/RAC within a maximum of 15 days from the submission of the deliverables by the provider.

The meeting in Albania to present the study results and MSP Guideline will be organized at least 10 days after the 2nd Drafts submission by the provider to the SPA/RAC.

The evaluation of the final deliverables (reports, maps, etc.) will be carried out by SPA/RAC within a maximum of 15 days from the submission of the deliverables by the provider.

ARTICLE 10 - MONITORING, CONTROL AND VALIDATION OF THE WORK

The service provider will work under the supervision of a steering committee composed of SPA/RAC, the Albanian representative and the MSP Pilot project representative. The service provider will submit the deliverables for each of the phases. The service provider will submit in the final version of deliverables 10 days after steering committee has made its observations and comments on the draft report and the validation meeting.

Article 11- LATE PENALTY FEES

If the service provider does not complete the services for which he is responsible within the contractual deadlines as per article 9, a penalty of one hundredth (1/100) of the total contract amount (including taxes) for each calendar day of delay, will be imposed as of right and without prior notice.

The late penalty amount will be deducted from the settlement amount.

The penalty amounts are capped at 10% of the total contract amount, inclusive of taxes. When this cap level is reached, SPA/RAC reserves the right to terminate the contract to the service provider's detriment, in conformity with article 13 below, without the service provider being able to raise any opposition or claiming any compensation whatsoever.

ARTICLE 12-COPYRIGHT, OWNERSHIP OF DOCUMENTS

All materials produced, including maps and photos, within the scope of this contract are intended for free distribution and will be the property of the Albanian Ministry of Tourism and Environment and UNEP-MAP SPA/RAC. The names and logos of the Albanian Ministry of Tourism and Environment, the UNEP/MAP, the UNEP-MAP SPA/RAC, The Italian Ministry of Environment, Land and Sea (IMELS), will appear as appropriate; mention will be made of the financial support provided by IMELS.

The material produced from the implementation of this contract can't be sold or used in any way or any form for commercial purposes; The contrary will put the provider under the relevant legal coercive measures.

ARTICLE 13-ARBITRAGE, DISPUTE SETTLEMENT

Every dispute arising from or in connection with this contract execution shall be solved by way of amicable negotiations by the parties. This agreement is deemed to have been made in Tunisia and to be subject to Tunisian law. In case of dispute, the Court of Tunis is competent.

ARTICLE 14-LIABILITY & INSURANCE

The SPA/RAC does not accept any liability for acts of third parties, accidents, sickness, losses of any kind, however caused arising during the implementation of the specific actions and the production of the relative outputs expected. The bidder confirms that their selves or any involved staff will be covered by appropriate insurance.

ARTICLE 15: FORCE MAJEURE

Force majeure means any event outside the control of a Party so that it is impossible for one party to carry out his obligations or the implementation of these obligations becomes so difficult that it is considered to be impossible to carry them out under such circumstances.

The party which invokes force majeure must inform his co-contractor within seven (07) days of its occurrence so that the contractual deadline will be suspended with a joint agreement between the parties for the period which is covered by the case of force majeure.

SPA/RAC has a right to assess the circumstances of the impediments invoked by the holder as a case of force majeure to see if they are convincing and should this not be the case, then the days of discontinued work will be accounted for as days of delay.

Failure by either Party to fulfill any of his contractual obligations does not entail a contract termination or failure to fulfill his contractual obligations if such a failure is due to a case of force majeure, if the Party that finds himself in such a situation has done the following/

- a. has taken all the reasonable precautions and measures to allow him to comply with the terms and conditions of the present contract; and
- b. has informed the other Party of the event as soon as possible. Any timeline given to a Party for the execution of his contractual obligation will be prolonged by a period which is equal to the period during which that Party was prevented from fulfilling his obligations.

Any timeline given to a Party for the execution of his contractual obligations will be prolonged by a period which is equal to the period during which that Party was unable to fulfill his obligations due to the case of force majeure.

ARTICLE 16: CANCELLATION CONDITIONS

SPA/RAC could cancel this contract in case of the no respect of the deadline of the execution in application of Article 9. Duration, deadlines and schedule for the implementation ; and in the case described in the article 11- Penalty when the amount is capped at 10% of the total amount of the contract or of the non-conformity to the content of the service listed in the technical specification of the present tender documents. In case of cancellation, the payment will be done in proportion to the tasks already carried out.

ARTICLE 17: FINAL ACCEPTANCE

The final acceptance is pronounced after completion of all the services, and finalization and submission of all the deliverables described in the article 9 (deadline for the execution of the mission) of the “Administrative Specification” and paragraph 5 of the “Technical Specifications”. The evaluation of the final deliverables (reports, maps, etc.) will be carried out by SPA/RAC within maximum of 15 days. The service provider has the obligation to correct and complete any deficiencies identified by SPA/RAC in the completion of the final different deliverables.

The final acceptance report will only be drawn up once the service provider has fulfilled all his obligations resulting from the obligations of article 9 (deadline for the execution of the mission) of the “Administrative Specification” and paragraph 5 of the “Technical Specifications” and after corrections of any deficiencies identified.

ANNEX 1

SUBMISSION LETTER

I, the undersigned (Director) of
.....recorded in the commercial register onunder the
number Domiciled at
After having taken due note of the dossier documents of the call for tenders N°
launched by, pertaining to a mission of
.....

I hereby pledge to execute the requested services in conformity with the provisions defined in
the documents referred to, for the prices as established by myself without taking into account
the taxes and knowing that the stamp duties and registration are to be covered by the insurer.

The total price of my bid amounts to (.....) Euros

I take due note of the fact that you are not obliged to proceed with the tendering procedure
and that I cannot claim a compensation.

I pledge that the conditions in my tender will remain valid for a period of one hundred and
twenty days (120 days) starting from the day after the date for the deadline for the receipt of
tenders.

SPA/RAC pledges to pay the amount after the signing of a convention into the bank current
account of the Bank In the name ofUnder the number
of RIB (BIC - IBAN)
.....

In, on

(Name, first name and function)

Right for submission

(Signature and official stamp)

ANNEX 2. - DETAILS OF GLOBAL PRICE

The consulting firm, in support of its bid, should provide a breakdown of each unit price according to the following model:

Designation	Unit price (Euros)	Data collection (1)		Study report (2)		MSP Guideline report (3)		Total (1+2+3)	
		Duration	Sub-total	Duration	Sub-total	Duration	Sub-total	Duration	Sub-total
Fees :									
- Project leader									
- Expert 1									
- Expert 2									
- Expert 3									
- Expert 4									
- Expert 5									
Other costs									
Travel and accommodation									
Other costs necessary for the proper execution of the present consultation									
Sub-total/deliverable									
TOTAL									

Amount of bid, is fixed at the sum ofIn, on

(Signature and official stamp of bidder)