

Annex 8a

Procurement Plan Model

to the GCF Funding Proposal (Simplified Approval Process)

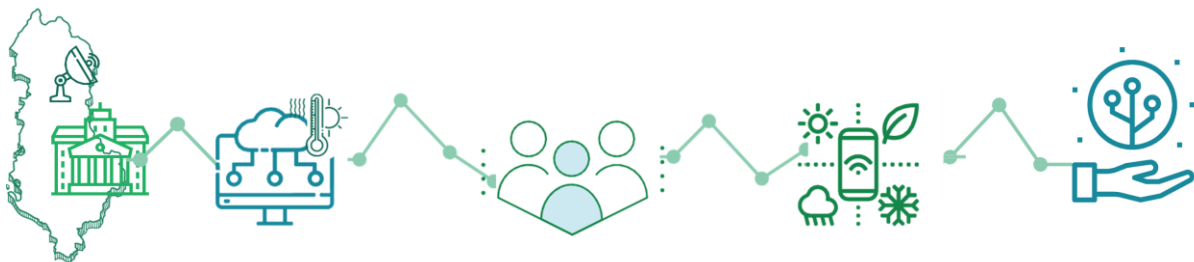
ALBAdapt – Climate Services for a Resilient Albania

14 January 2024

Version 1

Submitted by:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH



Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)

Procurement Plan¹

I. General

1. **Project information:** (name of project, country, Project) **ALBAdapt – Climate Services for a Resilient Albania**
2. **Version of the Plan:** Version 1, dated **14.01.2024**
3. **Approval Date of the procurement Plan:** n/a
4. **Date of General Procurement Notice:** n/a
5. **Period covered by this procurement plan:** First 18 months of project implementation
6. **Other Arrangements:** The project will provide grants to Government, Civil Society, Private Sector and regional organizations. The Accredited Entity's approved Procurement and Consultant Guidelines (see Annex 8b reviewed and accepted by the Fund) will apply under these grants. Procurement will be carried out by Grant Recipients themselves and procurement plans will be agreed between the AE and Grant Recipients.
7. **GIZ Specification:**
 - **GIZ as Accredited Entity (AE):** GIZ will do the procurements according to the regulations for public procurement (German law/European law) – the table below can get adapted from time to time, due to legal changes:

	Estimated Contract Value	Procedure	Approximate duration
Direct buying	up to EUR 1.000,00	<u>Direct buying:</u> without formal justification and without formal contract form	
small contracts	from EUR 1.000,01 up to EUR 7.999,99	<u>Direct award procedure:</u> usually limited to 1 contract for consultant/company per PN	2-4 weeks
small contracts	from EUR 8.000,00 up to EUR 20.000,00	<u>Simple negotiated procedure without a call for competition with at least three eligible bidders (3 options):</u> <ul style="list-style-type: none">- price quotation (100%)- CV / price assessment (70% / 30%)	2-4 weeks

¹ The EEs are responsible for the procurement procedures and determine the procurement method during the project implementation. The details of the procurement plan will be filled in for procurements done from GIZ as AE and/or EE. Further/Detailed information from the EEs are available after conclusion of the Grants and start of the Implementation.

		- Concept / CV / price assessment (35% / 35% / 30%)	
Tender below the EU threshold	from EUR 20.000,01 up to EUR 215.000,00 (Exception: Higher EU-threshold of up to EUR 750.000,00)	<u>Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders:</u> technical and price assessment (70% / 30%) Public (Open) Tender Procedure: in case there is no knowledge of the relevant market; technical and price assessment (70% / 30%); no negotiation permitted	8-10 weeks
Tender above the EU threshold	from EUR 215.000,01 (Exception: Higher EU-threshold of up to EUR 750.000,00)	<u>Public (Open) Tender Procedure</u> <u>Restricted Negotiated Procedure</u> Negotiated procedure with competitive tender	5-9 months
	In justified exceptional cases: Direct order above EUR 1,000.00	In justified exceptional cases, while observing the principles of economic efficiency and cost-effectiveness: a direct order above EUR 1,000.00 from a specific contractor is possible without competitive tender. <u>For example</u> , a justified exception exists in the event of a unique selling point, i.e. if a single specific company is uniquely qualified to provide a particular service.	
	unspecified	Individual contracts using existing framework agreements	

- **Executing Entities (EEs):**

- a) The EEs will sign a subsidiary contract with the AE, based on GIZ's standard operating procedures for contracts for financing.
- b) When awarding contracts for goods, works and consulting services to be financed in full or in part from the grant, the EE shall observe the regulations mentioned in the 'Procurement Guidelines for projects funded by GIZ'. The procedures described in the Guidelines are contractually agreed minimum standards. In addition to these, the Recipient must also comply with all applicable statutory regulations under public (procurement) law.

Estimated Contract value	Procedure
up to EUR 1.000,00	Procurement is permitted without a tender procedure for the award of a contract but observing the principles of economic efficiency and cost-effectiveness.
over EUR 1,000.00 and up to EUR 20,000.00	Request for at least three candidates to submit tenders
over EUR 20,000.00 and up to EUR 200,000.00	a) Public invitation to tender, or b) Limited invitation to tender after competitive tender for participation, or c) Limited invitation to tender without competitive tender for participation
over EUR 200,000.00	a) Public invitation to tender or b) Limited invitation to tender after competitive tender for participation
Exceptions	Procedure
In justified exceptional cases: Direct order above EUR 1,000.00	In justified exceptional cases, while observing the principles of economic efficiency and cost-effectiveness: a direct order above EUR 1,000.00 from a specific contractor is possible without competitive tender. <u>For example</u> , a justified exception exists in the event of a unique selling point, i.e. if a single specific company is uniquely qualified to provide a particular service.

Individual contracts using existing framework agreements between the Recipient and their suppliers of goods and services.

Existing framework agreements with the Recipient may be used, provided there is evidence of compliance with the minimum standards mentioned above (except direct order).

II. Goods, Works and non-consulting services

1. **Prior Review Threshold:** Procurement Decisions of the AE – see I general / 7. GIZ specification

2. **Prequalification** (for complex Civil Works)

3. **Procurement Packages (for Goods, Works and Non-consultancy services) with Methods and Time Schedule**

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
1	Equipment for the newly established body (IT equipment, furniture, etc.)	GCF	Planned	125,000	Tender below the EU threshold	No	Yes	Q3 2025	Q3 2025	Q4 2025	Responsible EE: GIZ
			Actual								
2	Automatic weather stations and hydrological stations	GCF	Planned	3,205,000	Tender above the EU threshold	No	No	Q2 2025	Q3 2025	Q4 2025	Responsible EE: GIZ
			Actual								
3	Forecasting equipment	GCF	Planned	400,000	Tender above the EU threshold	No	No	Q3 2025	Q4 2025	Q4 2025	Responsible EE: GIZ
			Actual								
4	Software-based decision support tools (DSTs)	GCF	Planned	100,000	b) Limited invitation to tender after competitive tender for participation	No	No	Q3 2025	Q4 2025	Q4 2025	Responsible EE: NCPA
			Actual								
5	Multi-modal alert system ("AlbaMet Alert")	GCF	Planned	2,700,000	a) Public invitation to tender	No	No	Q3 2025	Q3 2025	Q4 2025	Responsible EE: NCPA
			Actual								
6	Web-based monitoring software and data cloud	GCF	Planned	150,000	Tender below the EU threshold	No	No	Q1 2025	Q1 2025	Q2 2025	Responsible EE: GIZ
			Actual								
7	Laptops project staff	GCF	Planned	17,500	Small contracts/ simple negotiated procedure	No	Yes	Q1 2025	Q1 2025	Q1 2025	Responsible EE: GIZ
			Actual								

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
8	Vehicle	GCF	Planned	50,000	Tender below the EU threshold	No	No	Q1 2025	Q1 2025	Q1 2025	Responsible EE: GIZ
			Actual								
9	Minor civil works for automatic weather stations and hydrological stations	GCF	Planned	457,500	Tender above the EU threshold	No	No	Q3 2025	Q3 2025	Q4 2025	Responsible EE: GIZ
			Actual								
10	Transport services	GCF	Planned	36,000	Tender below the EU threshold	No	Yes	Q3 2025	Q3 2025	Q3 2025	Responsible EE: GIZ
			Actual								
11	Technical Working Group (TWG) meetings	GCF	Planned	6,000	Small contracts/ direct award procedure	No	Yes	Q4 2024	Q4 2024	Q4 2024	Responsible EE: GIZ
			Actual								
12	Public workshops and consultations for local adaptation action plans (LAAPs)	GCF	Planned	10,000	Small contracts/ simple negotiated procedure	No	Yes	Q3 2025	Q3 2025	Q3 2025	Responsible EE: GIZ
			Actual								
13	Workshops and events for project monitoring	GCF	Planned	3,000	Direct buying	No	Yes	Q4/2024	Q4/2024	Q4/2024	Responsible EE: GIZ
			Actual								
14	Stakeholder meetings, consultations and validations in Tirana	GCF	Planned	10,500	Small contracts/ simple negotiated procedure	No	Yes	Q2 2025	Q2 2025	Q2 2025	Responsible EE: GIZ
			Actual								
Total				7,270,500							

III. Selection of Consultants

1. **Prior Review Threshold:** Selection decisions subject to Prior Review by AE:
2. **Short list comprising entirely of national consultants:**
 - see I general / 7. GIZ specification
3. **Any Other Special Selection Arrangements:** [including advance procurement and retroactive financing, if applicable]
4. **Consultancy Assignments with Selection Methods and Time Schedule**

1	2	3	3	4	5	6	7	8	9	10	11
Ref. No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost in EUR	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
1	ESS related support and trainings	GCF	40,000	Tender below the EU threshold	Q1/2025	Q1/2025	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Responsible EE: GIZ
2	Digitalizing hydro-met data archive	GCF	127,000	Tender below the EU threshold	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Q2/2025	Q2/2025	Responsible EE: GIZ
3	Support for the National Climate Information System and User Interface Platform	GCF	297,000	Tender above the EU threshold	Q3/2025	Q3/2025	Q4/2025	Q4/2025	Q4/2025	Q4/2025	Responsible EE: GIZ
4	Support for project monitoring	GCF	75,000	Tender below the EU threshold	Q4/2024	Q4/2024	Q4/2024	Q1/2025	Q1/2025	Q1/2025	Responsible EE: GIZ
5	Design and implementation of a capacity building programme for IGEO staff	GCF	70,000	Tender below the EU threshold	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Q2/2025	Q2/2025	Responsible EE: GIZ

1	2	3	3	4	5	6	7	8	9	10	11
Ref. No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost in EUR	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
6	Gender-related capacity building	GCF	33,000	Tender below the EU threshold	Q1/2025	Q1/2025	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Responsible EE: GIZ
7	Legal assessments and support for sector reform	GCF	30,000	Tender below the EU threshold	Q4/2024	Q4/2024	Q4/2024	Q4/2024	Q4/2024	Q1/2025	Responsible EE: GIZ
8	MHEWS stakeholder consultations & design support	GCF	42,000	Tender below the EU threshold	Q2/2025	Q2/2025	Q2/2025	Q3/2025	Q3/2025	Q3/2025	Responsible EE: GIZ
9	Curriculum development for universities and vocational colleges	GCF	127,000	Tender below the EU threshold	Q2/2025	Q2/2025	Q2/2025	Q3/2025	Q3/2025	Q3/2025	Responsible EE: GIZ
10	Information and communications technology (ICT) systems assessment for MHEWS	GCF	60,000	Tender below the EU threshold	Q3/2025	Q3/2025	Q3/2025	Q4/2025	Q4/2025	Q4/2025	Responsible EE: GIZ
11	Innovation ecosystem awareness-raising	GCF	70,400	Tender below the EU threshold	Q3/2025	Q3/2025	Q3/2025	Q4/2025	Q4/2025	Q4/2025	Responsible EE: GIZ
12	Tender preparation support for minor civil works	GCF	7,600	Direct buying	Q2/2025	Q2/2025	Q2/2025	Q2/2025	Q2/2025	Q2/2025	Responsible EE: GIZ
13	Support to ensure inter-operability of MHEWS ICT systems	GCF	70,400	Tender below the EU threshold	Q2/2025	Q2/2025	Q2/2025	Q3/2025	Q3/2025	Q3/2025	Responsible EE: NCPA
14	Assessment for the design of the	GCF	40,000	Tender below the	Q3/2025	Q3/2025	Q3/2025	Q4/2025	Q4/2025	Q4/2025	Responsible EE: NCPA

1	2	3	3	4	5	6	7	8	9	10	11
Ref. No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost in EUR	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
	DST specification - software and hardware infrastructure			EU threshold							
15	Translation services	GCF	45,000	Tender below the EU threshold	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Q2/2025	Q2/2025	Responsible EE: GIZ