



Central Finance and Contracting Unit

INDIRECT MANAGEMENT OF EU FUNDS IN ALBANIA

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Introducing shortly ourselves



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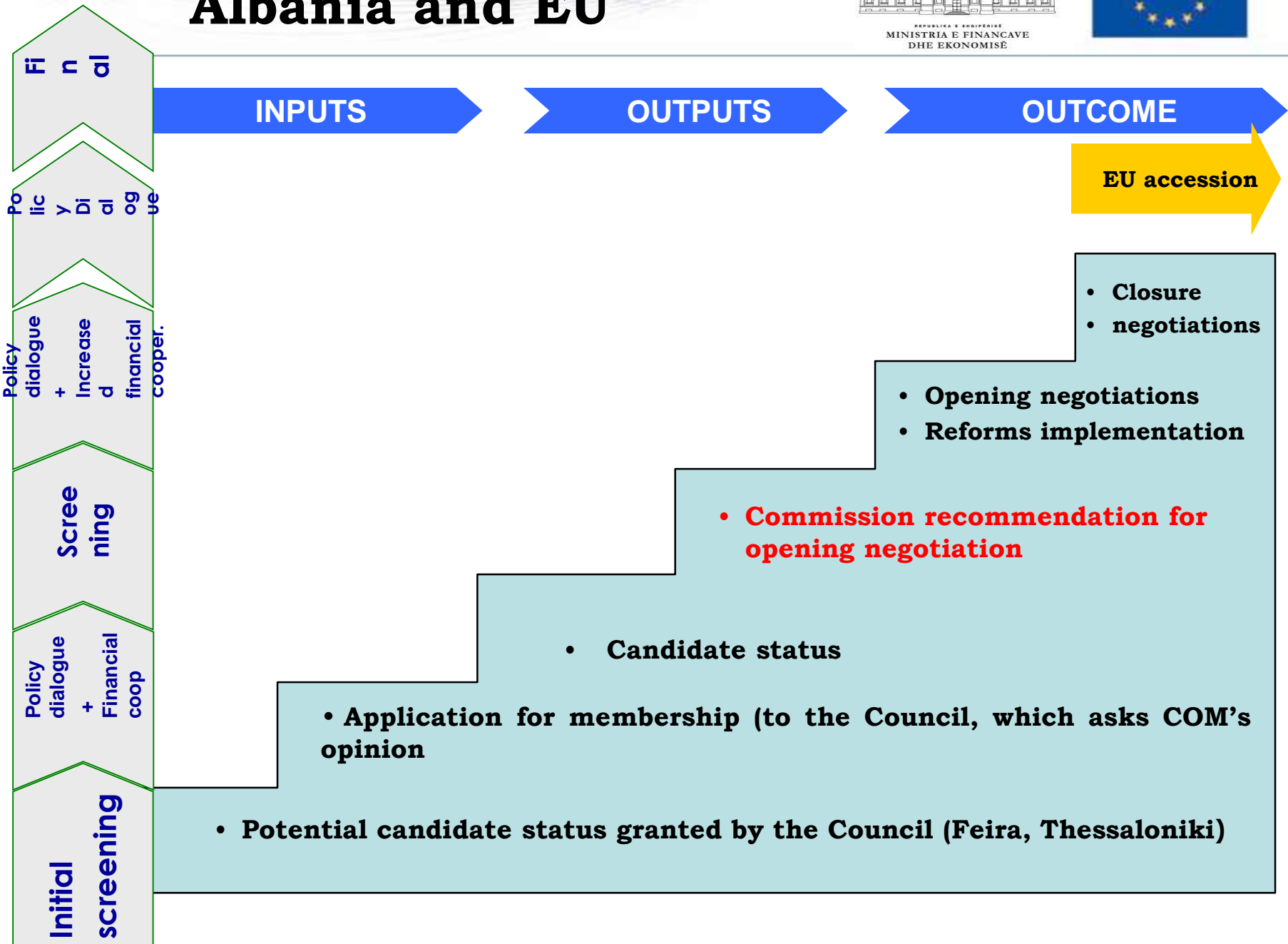
Orjana Ibrahim

Director for implementation of
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Albania and EU



Instrument for Pre-Accession Assistance (IPA)



- The Instrument for Pre-Accession Assistance (IPA) offers assistance to countries engaged in the accession process to the European Union (EU)
- The aim of the IPA is to enhance the efficiency and coherence of aid by means of a single framework in order to strengthen institutional capacity, cross-border cooperation, economic and social development and rural development.

EU financial support



Albania (EUR million)	-2014-	-2015-	-2016-	-2017-	2018-2020	TOTAL 2014-2020
Democracy and governance	157.2				66.3	223.5
Rule of law and fundamental rights	69.0				28.0	97.0
Environment and climate action	34.0				34.0	68.0
Transport	18.0				38.0	56.0
Competitiveness and innovation	16.0				28.0	44.0
Education, employment and social policies	19.0				50.0	69.0
Agriculture and rural development	40.0				52.0	92.0
TOTAL	83.7	86.9	89.7	92.9	296.3	649.4

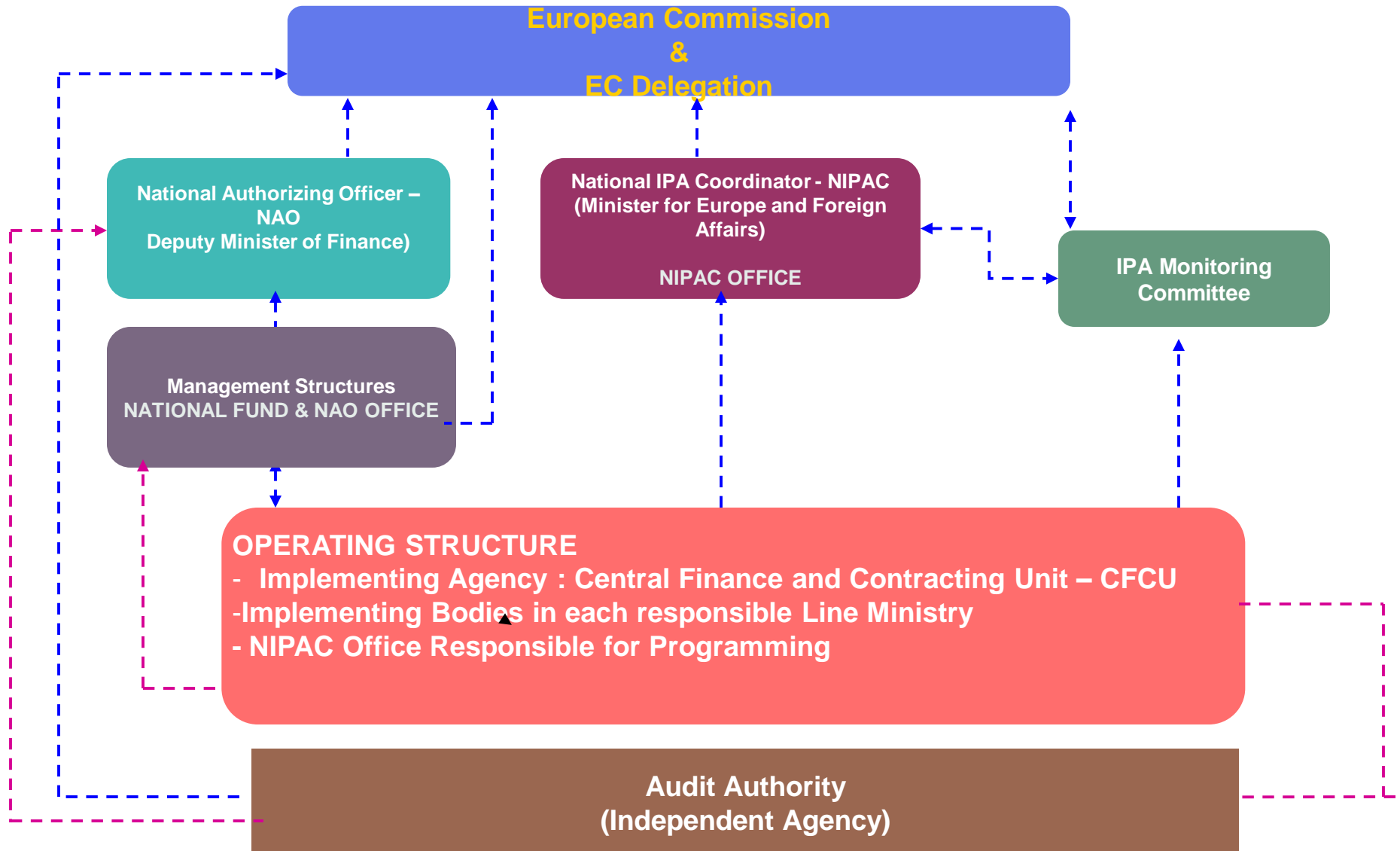
From Centralized to Decentralized Management



- Centralised System: EC and EU Delegation
- DM System: Country + EUD approvals as required
 - With ex ante control*
 - With ex post control*
- When EU Member: SCF Structural & Cohesion Funds

Since March 2014 Albania is implementing IPA projects under decentralized scheme

DM Institutional set up



CFCU role



Implementing Agency responsible for:

- carry out tendering, contracting, recording the transactions in the accounting system execution of payments and, contract monitoring related to IPA financed projects.
- supervises the implementation of contracts within to the IPA decentralized management system in the Republic of Albania.
- carrying out on-the-spot checks and, should it detect weaknesses in the performance, it may undertake measures aimed at eliminating any weaknesses to the effective and timely implementation of the projects by the IPA structures.

Implementation of IPA projects



IPA National Programme	Planned Budget (in Euro)	Amount contracted (in Euro)	Status of program
IPA 2012	24,700,000.00	15,209,307.60	Closed
IPA 2013	15,250,000.00	12,868,179.37	Closed
IPA 2014	16,300,000.00	4,537,193.00	Opened
IPA 2015	17,200,000.00	56,280.00	Opened
IPA 2017	4,500,000	-	Opened

Areas of intervention



Type of contracts	No. of contracts	Contracted budget (EUR)
Service contracts (other than framework contracts)	10	11,174,619
Framework contracts	8	714,735
Supply contracts	6	3,640,092
Civil works contracts	1	13,185,269
Twinning contracts	3	2,750,000

How to access tenders in Albania



European Commission > EuropeAid > Work with us > Funding > Calls for proposals & Procurement notices

Calls for proposals & Procurement notices

Latest Publications

Search by reference

Advanced Search

Programme

Geographical Zone



Select region or country

Type

Grants

Supplies

Services

Works

Published After



Published before

Status

Closed

Open

Forecast

The Latest Publications tab can be used to search the Forecast and Open calls published during the last ten days.

The Reference Search tab can be used to search a call based on the reference of the call (i.e. 128150 for the call EuropeAid/128150/D/ACT/TR).

The Advanced Search tab can be used to search calls based on the region, the country, the program,...

[Subscribe to the RSS feed](#) and be automatically notified of new publications and updates.

What can be found:

- the prior information notices
- the procurement/contract notices
- tender dossiers
- award notices

Steps of procurement procedures

1. Publication
2. Shortlist
3. Tender launch
4. Tenders received
5. Evaluation
6. Contract Award
7. Contract Signature

Procedures and requirements



Criteria

1. Exclusion (2.3.3 PRAG)

Purpose: to determine if the operator is allowed to participate

-> exclude if: Bankruptcy, taxes, social security, criminal offense, money laundering

2. Selection (2.4.11 PRAG)

Purpose: to determine if the operator has the necessary capacity to perform the contract

3. Award (2.4.11 PRAG)

Purpose: to determine which is the best offer

-> lowest price OR Best value for money (= Most economically advantageous tender)

Procedures and requirements



Selection criteria *(Some examples)*

Economic and financial capacity

- the tenderer's average annual turnover must exceed the annualized maximum budget of the contract/ financial proposal of the tender

Professional capacity

- adequate staff (number of permanent staff)
- the tenderer has an ISO 9000 certificate

Technical capacity

- has successfully completed at least 1 contract with a budget of at least that of the financial proposal in the past three years

- **Tender dossier**
 - Instructions to tenderers
 - Draft contract, Special Conditions and Annexes:
 - General Conditions
 - Special Conditions
 - **Terms of Reference**
 - Organisation and Methodology
 - Key Experts
 - Budget
 - Expenditure Verification Terms of Reference...
 - Other information (evaluation grid, administrative grid...)
 - Tender submission form

Terms of Reference (ToRs)

- *Different templates for global price and fee based*
- *Requirements: min. quality standard*
- *Contract objectives*
- *Tasks*
- *Logistics & timing*
- *Expertise required*
- *Key / non-key experts*
- *Info session / site visit*

Procedures

Contracts shall be awarded by call for tender, using the open, restricted or competitive negotiated procedure

Open procedure



All economic operators may submit a tender.

Restricted procedure



All economic operators may ask to participate but only candidates satisfying the selection criteria and invited simultaneously and in writing by the contracting authority may submit a tender.

Competitive negotiated procedure



The contracting authority shall consult tenderers of its choice who satisfy the selection criteria and negotiate the terms of the contract with one or more of them.

Procedures- Time Limits



Practical advice



Common mistakes made by candidates and tenderers

Administrative reasons

- Late arrival
- Incomplete documentation
- Not in accordance with templates
- Tenderer/Applicant/partner not eligible
- Not signed
- Do not fulfil the selection criteria
- Financial offer not in a separate envelope (service contracts)
- Financial offer is visible in technical offer (service contracts)

Technical reasons

- Experts do not have the required experience
- Copy and paste of Terms of Reference
- Non availability of experts

Practical advice



Pay attention to:

- Eligibility: nationality / origin
- Criteria on Contract notice
- Evaluation Grids
- Questions during procedure (21 days before deadline - Answers 11 days)
- Quality / price of the Offer
- Respect of formal submission requirements

Thank you

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