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# BACKGROUND INFORMATION

## Partner country

Republic of Serbia

## Contracting authority

Citizens' Association "Institute for Progress and Collaboration of the Western Balkans Regions"

## Country background

Tourism has lots of potentials to be one of the key economic development branches connecting people in Bulgaria and Serbia, with lots of underdeveloped sectors and areas. Still general condition of one of the greatest touristic attractions in the region, the great Nisava Fortress from medieval age, as one of the Serbian monuments of great importance, and the Sofia Ancient Mausoleum are being devastated, ruined and underutilised for the long period of time. Thus, there are possibilities for development and full exportation of those two sites, according to the domestic legislation. By developing joint investments in the touristic infrastructure will increase competitiveness of the region and the strengthening tourist market, introducing Sofia and Nis and leaders of joint CBC tourist measures and will enhance economic development of the Sofia and Nis and encourage promotion and raising awareness of local touristic products, that most of the people are not aware of. Needs: A new touristic infrastructure, supported with new touristic services should be built up or renewed. It will support employment, economic growth and decrease strong socio economic pressure in the region. A need for new project management knowledge is essential in order to validate all touristic, cultural and general strengths and potentials in the region. Strengths: Rich cultural heritage in cross border region. Tourists have awareness of historical sites in Sofia and Nis and visit them as touristic destinations of great importance and high attractiveness. Constraints: lack of communication and cooperation between different institutions and bodies in charge for taking care and utilisation of those monument sites. Proposed strategy: Gathering all key players and stakeholders on improving the poor condition of those two locations, and their development and opening to the wider population and awareness raising of their importance and their touristic significance.

## Current situation in the sector

The project invests in the effective valorisation and the efficient management of the cultural and historical heritage assets of the territory (Nis Fortress and Sofia Ancient Mausoleum), promotes the balanced development of history tourism thus valorising the favourable conditions for diversified tourism in the border area, leading to smart economic growth of the Bulgaria-Serbia border region area. It exploits different form of practice for revitalisation and utilisation of heritage sites, disseminate these best practices and delivering common utilization strategy thus promoting joint territorial management by the regional authorities and balancing the conserving and developing aspects of natural resources in creating sustainable tourist attractions used to improve the quality of visiting environment and also to contribute to the quality of living environment. These territorial development approaches are designed to be fully in line with the overall aim of the programme.

## Related programmes and other donor activities

Not applicable

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

The overall objective of the project of which this contract will be a part is as follows:

* Increasing the touristic attractiveness of Sofia and Nis.

## Purpose

The purpose of this contract is as follows:

Preparation of technical project for reconstruction of Niš fortress

## Results to be achieved by the contractor

Preparation of technical project (PGD “Projekat za građevinsku dozvolu”) for reconstruction of Niš fortress created for the purpose of visualization, conservation and tourists advertising.

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

Implementation of the project will be supported with the successful implementation of this contract. The following assumptions can be made in order to reduce the risks related to delay or non-realization of the activities, subject to this Terms of Reference:

* Clear understanding of the contract purpose and tasks on behalf of the Contractor;
* Full cooperation between the Contracting Authority and the Contractor in view to fulfil the tasks on time, with high quality and within the budget limitation;
* Benevolent cooperation of local and national authorities

## Risks

There are no greater risks during the implementation of the project.

# SCOPE OF THE WORK

## General

### Description of the assignment

Development of the technical project (PGD “Projekat za građevinsku dozvolu”) for reconstruction of the Nis fortress

### Geographical area to be covered

The contract will be realized in the territory of City of Niš.

### Target groups

Youth and inhabitants of Serbia and youth around the world, touristic organizations, beneficiaries of the project, research institutions, government and non-governmental organizations.

## Specific work

The bidder undertakes to prepare Project for Works Design (PGD “Projekat za građevinsku dozvolu” – before the Construction Permit) - Conceptual solution, Conceptual design and Technical Project for reconstruction and adaptation of the facility known by the name of “Art studios” of the Niš Fortress, for the needs of art, craftsmanship and catering industry, with the following segments, all based on national Law:

* architecture project
* construction project
* project of hydraulic installations
* electrical installation project
* project of telecommunication and signal installations
* project of thermotechnical installations
  + fire protection study
  + energy efficiency study
  + study of geotechnical soil conditions

This is to be done based on the Specification of preconditions for reconstruction (Uslovi za preduzimanje mera) as to be requested by the selected bidder and issued by “Republicki zavod za zastitu spomenika kulture”, Serbia, as an authorized institution. The document will be available on the clarification meeting and site visit meeting.

From the aspect of the wholistic strategic arrangement of Niš fortress complex, in the process of revitalization, it is planned to have introduction of cultural content and artistic activities and tourism, since “Art studios” are planned with the character of cultural goods and services provision environment. This future facility besides working space, should also contain exhibition space, as well as public toilet.

The technical project shall foresee displacement of devastated elements of existing constructions of “Art studios” and remediation and reconstruction, including adaptation of interior space, according to its new function.

The technical project documentation should be made bearing in mind contemporary needs, established technical protection measures, the rules of conservation profession and objects’ character:

* To plan a complete reconstruction of the facility, in the existing gauge, with adaptation of its functional organization and appearance, according to the planned purpose of space and contemporary needs.
* In order to enable sustainable development, architectural changes are needed to provide that the visitors’ attention is drawn to offered content, which would initiate revival and development of the surroundings of “Vidin gate”. Besides adequate interior organization, it is needed that the existing functionally and esthetically closed facility, besides needed replacement of the façade, is reconstructed as a facility open for public and local businesses according to wholistic strategic arrangement plan for space revitalization of the Niš Fortress. Forming the said capacities would activate and revive a promenade attracting a vast number of tourists and local business from “Stambol gate” to “Vidin gate”, which has a dominant strategic importance for revitalization of the whole Fortress.
* Functional organization should be adjusted to the needs of art and craftsmanship. All the spaces must have the purpose intended for immediate creativity with all needed contents, and also the purpose of business, representing a concept open for communication with Fortress’ visitors as well as for craftsmen
* The underroof area should be activated in the means of enabling undisturbed creativity with adequate lighting and visual contact with entryway and ground floor.
* The part of the facility should be organized as a separate multifunctional common space, with the purpose of exhibition and visits
* New appearance of the facility should be planned according to the authentic appearance of the fortress, which shall have a character of classical construction, but should be remodeled with opening the functional contents of the ground floor, to the public area and pedestrian zone.
* The experts that would be involved in the technical project correspond to the general aim of increasing the potential of the fortress through more contemporary presentation and establishment of new framework for sustainable and competitive development. The surroundings will be proposed for revitalizing through development of effective recreational infrastructure (benches, playgrounds, etc.), improvement of lighthing conditions providing the visitors with the ability to enjoy the historical landmark even when there is limited luminous flux, expanded “green spaces”, etc.

Technical project documentation should contain Conceptual solution for the needs of getting location requirements, Energy efficiency study and Fire protection study, Conceptual solution needed for getting the Act of consent from the Cultural monuments protection institute of Niš, as legally defined, as well as the Project execution plan.

Technical project documentation must be made in accordance with law regulations on planning and construction of the Republic of Serbia. Documentation should contain graphic, textual and numeric part, in accordance with valid regulations.

The conceptual solution should be developed in accordance with this Terms of Reference and the specification of preconditions for reconstruction for the purpose of protecting immovable cultural heritage, to be issued by the Cultural monuments protection institute of Niš. The conceptual solution will be submitted by the selected bidder to the competent body of the Niš city administration with a request for obtaining location conditions.

Preliminary design (Idejno resenje) should be a set of mutually agreed projects, which define the location of the building on the site, its structural assembly, materialization, functionality, architectural form of the exterior and internal organization and interior design. It is also needed to provide all the necessary studies that determine the measures and recommendations for meeting the basic requirements of the facility in terms of fire protection and energy efficiency. It is necessary to give a spatial overview of the newly designed solution as a part of the project. The conceptual design should be made in accordance with the location conditions to be obtained by the bidder and will be submitted to the City Administration of Niš for further implementation and decision-making, in order to obtain an Act of consent. The obligation of the Contractor is to obtain positive Technical control report (Tehnička kontrola) from independent authority, in accordance with Law.

## Project management

### Responsible body

Citizens' Association "Institute for Progress and Collaboration of the Western Balkans Regions"

### Management structure

The responsible persons for implementation of the tasks related to this project and this contract, in the Contracting Authority is Project Coordinator.

### Facilities to be provided by the contracting authority and/or other parties

n/a

# LOGISTICS AND TIMING

## Location

The project activities related to this Contract will be realized in City of Niš.

## Start date & period of implementation of tasks

The intended start date is 16/01/2021 and the period of implementation of the contract will be 6 months from this date. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

# REQUIREMENTS

## Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

### Key experts

All experts who have a crucial role in implementing the contract are referred to as key experts. The profiles of the key experts for this contract are as follows:

**Key expert 1 Architectural engineer**

One graduated architectural engineer, who has a license of the Chamber of Engineers of Serbia, a license type 300, with at least 10 years of general professional experience, and at least 5 years of specific professional experience in the field of architectural engineering. The expert will be engaged 90 days.

**Key expert 2 Civil engineer**

One graduated civil engineer who has licence of the Chamber of Engineers of Serbia license type 310, with professional experience of at least 10 years and specific professional experience of minimum 5 years in the relevant field of engineering. The expert will be engaged 50 days.

**Key expert 3 Conservation and restauration**

One graduate archaeologist or equivalent who has passed the professional exam in the field of protection of immovable cultural property, with general professional experience of at least 10 years and specific professional experience of at least 5 years in the field of archaeological aspects of protection of immovable cultural property. The expert will be engaged 90 days.

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

### Other experts, support staff & backstopping

CVs for experts other than the key experts should not be submitted in the tender but the tenderer will have to demonstrate in their offer that they have access to experts with the required profiles. **CVs of non key experts are not subject of evaluation and therefore are not submitted in the offer, but shall be presented to the Contracting Authority after the Contract signing**.

Non-key experts for this contract are as follows:

* Expert electrical part (30 days): responsible for electrical power and electrical panels; alley lighting; calculations for the electrical installations; quantity account of the technical design. Minimum requirements: university degree in relevant field, minimum 5 years of general working experience, minimum 2 years of professional experience in electrical relevant field.
* Expert water and sewage (30 days): responsible for research and monitoring of existing water supply; identifying new specific needs according to the functionalities and fire regulations; developing ways for water supply and sewage; identifying the components/elements which will be build (taps, fountains, drip irrigation, etc.). Minimum requirements: university degree in relevant field, minimum 5 years of general working experience, minimum 2 years of professional experience in water and sewage relevant field.
* Expert landscape (30 days): vertical planning and development; planning and construction of rest areas. Minimum requirements: university degree in relevant field or alternatively over 15 years of relevant experience, minimum 5 years of general working experience, minimum 2 years of professional experience in landscape relevant field.
* Expert artistic lighting (30 days): modernizing and expanding new artistic lightning. Minimum requirements: minimum 5 years of general working experience, minimum 3 years of professional specific experience in artistic lightning.
* Expert dendrological (30 days): responsible for landscaping and planting; exploration of the existing plant species; development of a new plan for landscaping; development of a plan for the planting of rare species in the area. Minimum requirements: university degree in relevant field or alternatively over 15 years of relevant experience, minimum 5 years of general working experience, minimum 2 years of professional experience in dendrology relevant field.
* Expert Fire Protection (30 days): explanatory note about the fire safety part of the project will include general regulatory requirements, including requirements for design parts, the main features of products which are meeting the fire safety requirements of the technical specifications defined by the Law; justifications of the adopted decisions on the degree of fire resistance of the structure and its elements; justifications for the taken decisions and the ways of their implementing. Minimum requirements: minimum high school in relevant field, minimum 5 years of general working experience, minimum 2 years of professional experience in fire protection relevant field, minimum 1 certificate in accordance with national Law for fire protection.
* Expert video control (30 days): building a video surveillance system for the zones outside and inside the fortress; defining the needed hardware, software and the place for a server room; updating and building video surveillance design. Minimum requirements: minimum high school in relevant field, minimum 5 years of general working experience, minimum 2 years of professional experience in video surveillance relevant field.
* Expert exposition& socialization (30 days): responsible for designing areas for outdoor and inhouse activities and attracting elements/components; exhibitions; scenes; podiums; video screens, etc; developing of a plan for new attractions in the fortress. Minimum requirements: minimum high school in relevant field, minimum 5 years of general working experience, minimum 2 years of professional experience in exposition& socialization relevant field.
* Expert geodesy (80 days): responsible for identifying the geodetic conditions; explanatory note to the geodetic section of the investment project, including data on the geodetic works; data on the designed local geodetic networks- type, location of the points, measurement, coordinate system, results and accuracy, baseline for traceability and control, adopted tracking methods, accuracy, tools, stabilization, data and description of the support network, justification for the accepted vertical solution for the whole site. Minimum requirements: the expert must be holder of an academic degree in geodetic engineering or similar, minimum 5 years of general working experience, minimum 2 years of professional experience in the design of geodetic networks.

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

## Office accommodation

Office accommodation for each expert working on the contract is to be provided by Contractor and will be included in the global price

## Facilities to be provided by the contractor

The contractor shall ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

## Equipment

**No** equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

# REPORTS

## Reporting requirements

The contractor will submit the following reports in English in one original:

* First Interim Report shall be submitted in the Month 2 of Contract realization. The basis for payment will be Interim report and development and submission of the “Idejno rešenje“ to CA and verification of the „Idejno rešenje“ by Zavod za zaštitu spomenika Niš.
* Second Interim Report shall be submitted at the end of Month 3 of Contract realization. The basis for payment will be Interim report and development and submission of “Idejni projekat” to the CA
* Third Interim Report shall be submitted at the end of Month 5 of Contract realization. The basis for payment will be Interim report and development and submission of the “Projekat za građevinsku dozvolu”, (PGD)
* Final report prepared in English language shall be submitted no later than 10 (ten) working days after the end of implementation of tasks under the current Contract, together with positive technical control of PGD by independent credible company. It should provide conclusions and clear evidence of the implementation of all requested services. Approval of the final report by the Contracting Authority will be a basis for final payment under the contract. The final report must be provided along with the corresponding invoice.

## Submission and approval of reports

The report referred to above must be submitted to the project manager identified in the contract. The project manager is responsible for approving the reports.

# MONITORING AND EVALUATION

## Definition of indicators

The indicator of the successful implementation of the contract is all services provided in time, quality and quantity manner as required in the Terms of Reference.

## Special requirements

n/a