

# TERMS OF REFERENCE

## PURCHASES OF SHELTER TUBS FOR AFFORESTATION IN THE FRAMEWORK OF THE INTEGRATED FOREST MANAGEMENT PROJECT IN DRIN RIVER BASIN

<b>Originator:</b>	CNVP Kosovo (Connecting Natural Values & People)
<b>CNVP Country Director:</b>	Xhevat Lushi
<b>CNVP Project Coordinator</b>	Orhan Berisha
<b>Implementer:</b>	The Company (referred to as the “Implementer”)
<b>Project:</b>	“Integrated Forest Management along the transboundary Drin River Basin” - Alias: CNVP-IFM Project
<b>Region:</b>	Along the Drin River Basin in Kosovo
<b>Duration:</b>	June 2024 – Decemebr 2024
<b>Component:</b>	CNVP IFM Project assignment no: Output 1, Activity 1.1.
<b>Days:</b>	
<b>Budget</b>	

## 1. Context

CNVP is implementing the “Integrated Forest Management along the Drin River Basin” project. It is a project managed by the Austrian Development NGO ICEP (Association for Global Development) and is funded by ADA (Austrian Development Agency).

The transboundary catchment area of the Drin River includes the countries of Albania, Kosovo, North Macedonia and Montenegro. The catchment is the home of large forest and pasture areas, rich biodiversity ecosystems and is one of the most water-rich areas in Europe in terms of freshwater ecosystems. Over the last three decades, the forest area in the four target countries along the river basin has been heavily exploited and is under threat due to increased illegal logging activities and the consequences of climate change like drought and forest fires. Framework conditions have been created but there is a lack of practical scalable approaches that involve the local communities and can scientifically prove the social and economic benefits of Integrated Forest Management (IFM). Especially poor rural communities lack resources, know-how and awareness of modern sustainable Agro-forestry.

The regional project will strengthen IFM along the Drin River Basin by implementing pilots that complement the latest policy developments and integrate local communities. The project applies a multi-stakeholder approach, integrating national and international experts as well as local communities, central and local authorities, and on-going initiatives.

### **Project Impact and Outcome**

The long-term impact is to contribute to climate change mitigation and sustainable development along the Drin River through strengthened IFM. Through the set measures, the living condition of rural communities in the target areas will be improved. The overall outcome of the project will be increased socio-economic and environmental benefits for local communities through ecosystem services, strengthened by the application of IFM methods, afforestation and the protection of biodiversity.

### **Project Outputs and Expected Results**

The project activities will be conducted along five defined outputs with regional adaptations, whereby output two will only be implemented in Albania and North Macedonia:

1. Degraded and/or damaged areas are afforested and regenerated through IFM practices;
2. Improved conservation and eco-friendly income opportunities (Albania, North Macedonia);
3. Improved know-how and capacities for IFM along the Drin River Basin;
4. Regional expertise in IFM and replicable good practices of related policies are available;
5. Increased awareness for gender equality and mainstreaming in climate change and sustainable development.

### **Inputs / Activities**

Besides piloting modern afforestation methods, forest rehabilitation and setting good-practices for income-generation for local communities, the regional expertise in IFM will be fostered. Academic research and analyses of the project activities will showcase the benefits of IFM and will be the basis for regional know-how exchange and collaboration. Gender equality issues, being an integral part to tackle in sustainable development in the region, will be addressed as well.

## 2. Objectives of this assignment

The specific objective of this ToR is to contract a company (service provider) that will supply the project with tree Shelter tubes in the framework of the Integrated Forest Management (IFM) project. The specific tasks and criteria are specified in Article 3

## 3. Tasks, responsibilities and activities

The Implementer is responsible to provide the following tasks related to the project activities:

The technical specification:

- Polypropylene sheltertubes for protecting seedlings from the sun (separated and folded as sheets so that they can be placed on top of each other), the length of the side of the protector: from a minimum of 95 mm to a maximum of 105 mm, the protector should be able to be closed and opened again so that it can be reused.
- The height of the shelters is 120 cm. Allowed deviation +/- 2.5 cm.
- Color: light green - on gray, UV stabilized polypropylene material;
- Light transmission (measured at a frequency of 400-700 nm): blue spectrum 25%, red spectrum 50%;
- The structure after assembly is square with a double wall (cavity between two walls), movable-flexible upper edge against abrasion, the lower edge should have angular protrusions for easy placement (adhesion) to the ground;
- Anti-abrasion upper lip, lower lip should have corner extensions for easier placement on the ground
- The shelters are not connected, but part of the shield is formed as a holder for a stick, which should be inside the tube;
- Durability: minimum 5 years under normal weather conditions in the Republic of Kosovo.

The offer should include transport to Prishtina or Prizren (in coordination with the project).

The design of the shelter tube, in annex 1

## 4. Specific Deliverables, outputs and indicators

The Implementer is expected to deliver the following deliverables

- Up to 5000 degradable Shelter tubes according to the specifications mentioned in article 3.
- To have a certificate or other documents that prove the quality and content of the material.
- The company should be capable of transporting the shelter tubes to the designated locations in Prishtina or Prizren, in coordination with the project requirements

## 5. Timeframe per output

The implementer will keep CNVP updated on progress towards the completion of these outputs through regular meetings, mail exchanges, and phone calls.

Milestone	Comment	Time plan
1. Procurement procedures – Open call closed, and the company to supply sheltertubes is selected	Company contracted	28 June 2024
2. Delivery of the shelter tubes;	The company has delivered the shelter tubes in the location agreed on the contract.	15 September 2024
3. Final report and invoices delivered	Final Report and invoices delivered	15 December 2024

## 6. Planning & Level of Effort

The task will be completed from 28 June to 31 December 2024. The implementer have to complete the activities, outputs, and deliverables outlined above.

## 7. Requirements for application

- The company must prove previous experience in providing similar products for forestry or environmental projects.
- The company must have transport capacity and be able to transport the tubes to specified locations in Prishtina or Prizren, in coordination with the project's requirements.
- The company must submit a proposal addressing how they will fulfill the requirements set out in the ToR, including the technical and financial offer. The financial offer must be per piece of shelter a tube, and separately the price for transport if available.
- The offer should be without VAT.

## 8. Accountability

The implementor shall be in direct contact with the country project coordinator Orhan Berisha, and ultimately supervision is by the CNVP Country Director, Xhevat Lushi.

The Implementer will report to CNVP, and an exact schedule for the progression and delivery of outputs will be agreed between the Implementer and CNVP Project Manager and will be indicated in the Plan of Action.

## 9. Financials and facilities

The financial arrangements will be defined in the Agreement with the service provider, to which this ToR will be an Annex.

CNVP will pay to service provider invoices issued for the implementation project activities. The invoice will be paid using the VAT exemption possibility (without VAT). The fee includes all costs. No additional costs related to salaries, travel costs, administration, office, telephone and/or other overhead costs shall be paid by CNVP under this ToR.

The deadline for application is Monday, **June 24, 2024, at 17.00h.**

## Annex 1.

## Polypropylene tree shelter tubes

