

Invitation for Companies to Submit Expressions of Interest (Eoi)



Commissioning party	National Civil Protection Agency (NCPA) Ministry of Defense, Dibra Street, "Skënderbej" Garrison, Building No. 36 Tirana, Albania https://akmc.gov.al/
Your contact person is	info.ear-mhews@akmc.gov.al
Brief project title	Empowering Albanian Resilience co-implementing a Multi-Hazard Early Warning System Nationwide (EAR -MHEWS)
Project processing no.	21.2314.9-004.00
Country of assignment	Albania
Project description and sector (up to three relevant areas can be specified for the reference projects of the expression of interest)	The project "Empowering Albanian Resilience co-implementing a Multi-Hazard Early Warning System Nationwide (EAR -MHEWS)" is implemented by NCPA and their national partners will put in place a fit-for purpose MHEWS that addresses, for the first time, multiple climate hazards in a structured, coordinated and 'joined up' manner. The contractor shall provide and offer, indicating details of supplying goods. The offer shall contain the detailed specification of supplying goods, supplemented by descriptive technical documentation, manuals, brochures, unit prices, and total price.

If you are interested in expressing your offer regarding the above project, please complete the following document and address your bid in pdf format no later than **17.11.2025** to:

National Civil Protection Agency (NCPA)

Ministry of Defence, Dibra Street, "Skënderbej" Garrison, Building No. 36

Tirana, Albania

If you have any further questions regarding the tender, please only contact info.ear-mhews@akmc.gov.al, at the NCPA Office. Kindly note that questions will only be accepted up to three days before the submission deadline.

If we are unable to consider you, you shall not receive a separate notice to this effect.

Expression of interest

We herewith declare our interest in bidding in the scheduled NCPA invitation to tender below:

Brief project title: Empowering Albanian Resilience co-implementing a Multi-Hazard Early Warning System Nationwide (EAR -MHEWS)

Project processing no.: 21.2314.9-004.00

Country of assignment: Albania

Deadline for submission: 17.11.2025

E-mail address info.ear-mhews@akmc.gov.al

To ensure efficient processing, please observe the notes at the end of this document.

- 1. Company name and address / Entry No. in Commercial Register**
- 2. The company is legally registered and allowed to pursue the professional activity necessary to carry out the work subject to this request for proposal. Please provide QKB extract;**
- 3. Commercial details** - Please provide an official document that proves financial turnover for the below specified years where the turnover value for at least one of the required years must not be less than 4 600 000 ALL;

	2022	2023	2024
Annual turnover in ALL			
Operating profit in ALL			

- 4. Number of employees** - Please provide an official document that proves the number of staff for the above-specified years, showing that at least 3 (three) staff members have been registered in each of the last three years;

	Average 2022	Average 2023	Average 2024
Permanent staff			

- 5. Brief company profile (max. 20 lines)**

Expression of interest

6. **Certificate/Confirmation of payment of tax obligations in accordance with the legislation in force;**
7. **Certificate/Confirmation of payment of social security in accordance with the legislation in force;**
8. **Certificate confirming the payment of all matured electricity obligations;**
9. **The economic operator must submit the ISO 9001:2015 certificate or its updated version on the “Quality Management System,” or an equivalent certificate, valid and accredited by DPA or by International Accreditation Bodies recognized by the Republic of Albania. (In the case of a Joint Venture/Consortium of Economic Operators, each member of the group must submit the aforementioned ISO Certificate.);**
10. **The tendering economic operator must submit an authorization from the manufacturer or the official distributor for the goods subject to procurement, duly verified through original documents as a representative of the manufacturing company for the respective good(s).
In cases where a Distributor Authorization is submitted, the Economic Operator must also provide a Letter of Commitment or a Valid Agreement between the manufacturer and the distributor, confirming the rights of supply for the offered type of equipment within the Republic of Albania.
The authorization must include complete contact details of the manufacturer/distributor such as telephone, fax, e-mail, and website, as these are necessary for verification purposes by the Contracting Authority;**
11. **In order to compare compliance with the required technical specifications and standards, the tendering economic operator must submit the catalogue(s) or extracts from the manufacturer’s catalogue(s) for the list of goods subject to procurement, clearly indicating and specifying the materials to be offered.
Note: The catalogue extracts must clearly and easily show that they are part of an official catalogue, as well as indicate to which catalogue and to which manufacturer they belong;**
12. **The economic operator must submit a European Certificate of Conformity (issued by the manufacturer), which verifies the technical data and the manufacturing standard in accordance with the requirements specified in the technical specifications;**
13. **The tendering economic operator must demonstrate that it owns or holds under contract a specialized service center for the maintenance and repair of the vehicles during the warranty period. a) For premises that are owned, the economic operator must submit documentation proving ownership. b) For leased premises, the economic operator must submit the lease agreement accompanied by the ownership document of the lessor.**

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14. **The economic operator must submit a declaration of warranty for the offered goods, in which all terms and conditions of the manufacturer's technical warranty covered by the tenderer are clearly defined and described. The technical warranty period must be not less than 3 years or 100,000 km;**
15. **The economic operator must submit a declaration stating that it undertakes to complete the full delivery of the goods subject to procurement within thirty (30) days from the date of contract signing;**
16. **The economic operator must submit a declaration stating that it undertakes, at its own expense, to provide the vehicles with the complete documentation in the name of the Contracting Authority, as follows:**
 - **Vehicle registration certificate**
 - **Vehicle technical inspection certificate (where applicable)**
 - **Compulsory motor vehicle insurance policy**
 - **Annual circulation (road) taxes**

The vehicle must be delivered to the National Civil Protection Agency, cleared through customs, with all obligations settled with the Tax Authorities. All customs expenses, registration, license plates, insurance, and vehicle inspection; the first scheduled technical services must be carried out free of charge for the first year (time required for concluding maintenance service contracts).

17. **The economic operator must provide evidence of similar previous supplies carried out during the last three years from the date of publication of the contract notice, with a total value of not less than 4 600 000 ALL.**

Project title and client	Focus/scope of tasks	Region	Period	Order value in LEK

To verify similar previous experience, the economic operators must submit the following evidence: I. For previous experience carried out with the public sector, the economic operator must submit confirmations issued by the public entity for the successful completion of the contract, where the values, completion status of the contract, and respective tax invoices are indicated, completed in accordance with the applicable legislation, stating the dates, amounts, and services performed.

Expression of interest

II. For previous experience carried out with the private sector, the economic operator must submit sales tax invoices, completed in accordance with the applicable legislation and declared to the tax authorities, indicating the dates, amounts, and services performed.

18. Name of key staff member for backstopping the above project at your company headquarters

19. Contact person for queries

name:

email:

phone:

We herewith affirm that the above data are true and complete

Notes on completing the expression of interest

Please limit your expression of interest to max. five pages and do not submit any further attachments (curriculum vitae etc.) except for the ones mentioned above. If you are declaring your interest within the framework of a consortium, please supply the details requested above for each partner separately and name the lead partner.

Expressions of interest will be evaluated based on the commercial and technical criteria listed in the eligibility assessment for tenderers/candidates.

1	Project title: Empowering Albanian Resilience co-implementing a Multi-Hazard Early Warning System Nationwide (EAR - MHEWS)									
2	Service requested: Purchase of Vehicles									
3	Responsible person for the commission: <i>(Name, Surname, Position)</i>									
4	Commercial assessor: <i>(Name, Surname, Position)</i>									
5	Technical assessor: <i>(Name, Surname, Position)</i>									
					Candidate/tendere r 1	Candidate/tendere r 2	Candidate/tendere r 3	Candidate/tendere r 4	Candidate/tendere r 5	
I. Commercial eligibility assessment										
1	Company details provided									
2	Extract from the Commercial Register				yes					
3	Turnover statements for the three last financial years <i>(2022, 2021, 2020)</i>				At least: one of the required years must not be ALL less than 4 600 000					
4	Number of employees and managers for the past three calendar years				Minimum 3 persons					
5	Certificate/Confirmation of payment of tax obligations									
6	Certificate/Confirmation of payment of social security									
7	Certificate confirming the payment of all matured electricity obligations									
8	ISO 9001:2015 certificate or its updated version on the "Quality Management System," or an equivalent certificate									
Result										
II. Technical eligibility assessment										
1	The technical assessment is only based on reference projects carried out during the last three years from the date of publication of the contract notice with a minimum commission value of:				not less than 4 600 000 ALL					
11	For previous experience carried out with the public sector, provision of confirmations issued by the public entity for the successful completion of the contract									
12	For previous experience carried out with the private sector, provision of tax invoices									
2	Proof of manufacturer or distributor authorization confirming supply rights and verification details									
3	Technical catalogues/technical sheets from the manufacturing company for the item subject to procurement									
4	Submission of a manufacturer-issued European Certificate of Conformity confirming compliance with technical specifications									
5	Proof of ownership or lease of a specialized service center for maintenance and repair during the warranty period									
6	Warranty declaration submitted, confirming full technical warranty terms				Minimum coverage 3 years or 100,000km					
7	Delivery commitment declaration submitted				Max 30 days					
8	Declaration submitted confirming supplier's responsibility for providing full vehicle documentation (registration, inspection, insurance, and taxes) at own expense.									
Result										