



Albanian-American  
Development Foundation

## **BID – Elbasan Castle**

**Terms of Reference for Design Services for the Revitalization  
of Elbasan Castle: Conceptual Design for the Entire Castle and  
Detailed Executive Design for Area A.**

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# 1 General Description

## 1.1 Beneficiaries

Elbasan Municipality;  
Ministry of Economy, Culture and Innovation;  
Ministry of State for Local Government;  
Business and local community.

## 1.2 Contracting Authority

The Contracting Authority for this service is AADF – Albanian-American Development Foundation.

## 1.3 BID – Elbasan Castle Historical Background

The Elbasan Castle, a military fortification structure, is located in the city of Elbasan, at its center, and is an important historical and cultural monument. The urban area of Elbasan's "Historic Center" includes the space of the Elbasan Castle, within which are found assets of archaeological, historical, and cultural value, cultural monuments of Category I (vernacular dwellings and religious buildings), and structures without status. According to historical documents, Elbasan Castle dates back to traces of Roman walls from the 3rd–4th centuries AD, the Byzantine period in the 6th century AD, and the Ottoman period in the 15th century. Initially, this castle took the form of a Roman fortification built for defensive purposes, serving Roman garrisons and as a station along the "Via Egnatia," an important Roman road connecting the Adriatic to the Aegean Sea. The Roman city, referred to in sources as Skampis/Scampa/Mansio/Hiscampis, modern-day Elbasan, was a strategically prominent center located in the valley of the Shkumbin River. The Byzantines, as part of a Christian empire, also promoted the establishment of Christian institutions in the region in the 6th century AD. It is likely that churches or religious communities developed around the castle during this period, reflecting the influence of the Byzantine Empire and the spread of Christianity in the Balkans.

In the 14th century, as the Byzantine Empire weakened, its influence over the castle and the surrounding regions was significantly diminished. By the end of the 15th century, the area fell into the hands of the Ottoman Empire. This period marked the end of Byzantine influence and the beginning of Ottoman rule. Following the Ottoman conquest of Albania, a considerable portion of the castle was reconstructed by the Ottomans in the 15th century, during the reign of Sultan Mehmed II. The Ottomans expanded the structure and incorporated elements of Islamic architecture, transforming it into a larger military fortress.

The castle has a rectangular shape. Its enclosing walls surround a perimeter of 308 x 348 meters, covering an area of approximately 10.72 hectares, and were once encircled by a moat filled with water from the Zaranika and Manasdera streams, protecting an area of about 15 hectares. Although a large portion of the original structure has remained intact, over time some segments have disappeared. The castle walls once stood at a height of about 9 meters. Several sections of the walls and some of the original towers remain untouched, offering insight into its former structure. The wall composition from the 3rd–4th centuries AD is preserved in the lower part of the surrounding wall, with a maximum width of 3 meters, forming the foundation of the entire enclosure. The wall facing is characterized by the presence of four rows of bricks bound with mortar. From the Byzantine period phase (4th century AD), some traces have been preserved on the

southern and western walls. These are restorative interventions marked by three rows of bricks, distinguishable from the 4th-century curtain walls by their size and the presence of Christian symbols, specifically dolphin-shaped emblems.

The reconstruction of the Citadel was carried out in 1466 by Sultan Mehmed II: the walls had to be adapted to meet the new demands brought about by the introduction of firearms. The curtain wall was built using bricks that followed the parameters of earlier periods, laid irregularly within the cemented structure. In 1832, Reshit Ahmet Pasha destroyed part of the building, which suffered further severe damage during the 1920 earthquake and from ongoing looting. During the 1970s and 1980s, the castle walls underwent continuous restoration efforts, at least to partially preserve their majestic original form.

The appearance inside the Castle changed gradually during the Ottoman period and became characterized by the frequent construction of new buildings and the coexistence of Christian and Muslim places of worship. The streets, following Turkish construction methods, took on new outlines, visibly altering the original rectilinear paths. The buildings within the castle reflect various periods and architectural styles. One can find traces of Ottoman residential architecture, traditional Albanian houses typical of central Albania, Italian-style houses from the 19th–20th centuries, and structures from the communist and post-communist periods featuring modern architecture.

The streets are paved with cobblestones made from rounded river gravel, carefully set in place. The old houses are primarily built with thick stone load-bearing walls bound with mud, reinforced with wooden seismic-resistant bands, and covered with four-sided pitched roofs using locally made, low-profile clay tiles. Early 20th-century Italian-style buildings are constructed with brick load-bearing walls joined with mortar. The buildings from the communist period were built using stone or standard brick load-bearing walls, covered with roofs and shaped irregularly, featuring poor architectural refinement and typically coated with cement plaster. In the newer post-communist constructions, reinforced concrete frame-column structures dominate, marked by irregular architecture with many angular breaks, lacking harmony with the existing traditional style. These buildings have brick or block walls, plastered surfaces, and large balconies with metal or concrete railings.

However, the area is rich with archaeological ruins, historic buildings, ancient tales, and enduring traditions. Within the castle walls, there are monuments and architecturally significant buildings, each adding to the historical depth of Elbasan.

**“Via Egnatia”** – Within the walls of Elbasan Castle lies a historic segment of Via Egnatia, an ancient Roman road that once connected the Adriatic coast to Byzantium (now Istanbul). This road, built in the 2nd century BC, served as a critical trade and military route, fostering cultural and economic exchange across the Roman Empire. The stretch of “Via Egnatia” that runs through Elbasan is preserved as a testament to the city’s strategic importance in ancient times.

**Archeological Ruins** – The city’s history, deeply rooted in Roman times, is evident in the ruins scattered throughout, particularly within and around Elbasan Castle. Here, visitors can explore remnants of Roman architecture, including ancient walls, fortified gates, and pathways from the historical “Via Egnatia”. These sites are not only significant markers of Roman engineering but also a testament to Elbasan’s role as a strategic outpost in the empire.

**Historical and Religious Buildings** – Elbasan Castle itself houses several of these historic structures, creating a unique blend of secular and religious sites within its walls. Each of these buildings is more than a historical monument; they are enduring symbols of Elbasan's diverse religious legacy, from Christianity to Islam, providing insight into the city's role as a cultural crossroads over the centuries.

**Legal status** - The Elbasan Castle area is protected under the following Law and decisions of the Council of Ministers:

- Law 27/2018 on "Cultural Heritage and Museums," as amended;
- Decision of the Council of Ministers no. 643, dated 16.10.2024 for the declaration of cultural heritage of the "archaeological area A and B" of the city of Elbasan and the approval of the plan for their preservation, protection and management.
- Decision of the Council of Ministers no. 644, dated 16.10.2024 for the declaration of the "Historical Center" of the city of Elbasan as cultural heritage, the determination of its protected area, and the approval of the plan for its preservation, protection and management.

## 2 The Main Goal

The main goal is to identify a suitable architectural studio to develop a conceptual design for the entire Elbasan Castle and a detailed executive design for area A (see Annex 2) to preserve and enhance the site's historical and cultural significance while transforming it into a vibrant and accessible destination for both locals and visitors.

### 2.1 Project area

The project area is located within the Elbasan Castle, which is located in the center of the city. The area is approximately 11 hectares, according to the map provided in Annex 1.

The designation of area A within the castle as a focus area for the detailed executive design is based on a prior study conducted by the Municipality of Elbasan, which identifies the main buildings and roads with the highest tourist traffic. For this purpose, meetings and site inspections were conducted in collaboration with representatives from both local and central government authorities.

The boundary of area A, is indicative and directional. After the analysis is completed by the contracted company and during the preparation phase of the conceptual design, minimal changes to this boundary may be proposed, depending on the significance of the buildings and the objectives of the project.

### 2.2 The Objective

The main objective is to develop a conceptual design of the entire Elbasan Castle area and a detailed executive design for the intervention in the buildings, plazas, and streets/paths for the area A inside the castle as indicated in Annex 2.

## 3 Conceptual Design

The conceptual design for the entire Elbasan Castle area will serve as a guiding framework for current and future investments, ensuring that all interventions align with a unified vision for the area and comply with the applicable legislation in force. The conceptual design must focus on the preservation of the castle's cultural and historical heritage, in accordance with the regulatory framework in force, with the aim of promoting tourism, supporting local businesses, and increasing community engagement.

It should emphasize sustainable development, accessibility, and innovative use of public spaces. Additionally, this conceptual design must define the framework for interventions in Area A.

The contractor during the conceptual design phase will also include public consultations with the local community and stakeholders and will be organized in close collaboration with the Municipality of Elbasan.

### **3.1 Current status evaluation**

The contractor must conduct out a comprehensive assessment of the current condition of the entire Elbasan Castle area, including the surrounding castle walls. This assessment should identify critical conditions, the architectural integrity, and visible signs of deterioration or interventions that may affect restoration efforts. The evaluation must also highlight significant buildings, particularly those of historical and cultural value, to determine their potential for restoration or rehabilitation for new uses that align with the area's traditions. Furthermore, the contractor should analyze the functional condition of these buildings and public spaces, considering both their current use and their potential use to enhance tourism, support local businesses, and foster community activities. The analysis must also include the legal status of the properties. This analysis will serve as a base for defining appropriate intervention strategies while ensuring the sustainable development and conservation of the site.

### **3.2 Guidelines for Suggested Interventions**

All interventions proposed by the contractor must comply with Decision No. 643 and 644, dated 16.10.2024, concerning the declaration of the "Historic Center" of the city of Elbasan as a cultural asset, the definition of its protected zone, and the approval of the plan for its preservation, protection, and management.

The contractor must propose guidelines for interventions aimed at preserving the historical and cultural integrity and revitalizing the Elbasan Castle. These guidelines should provide clear directions for restoration, reconstruction, or necessary modifications within the area, ensuring that every intervention aligns with the aforementioned regulation and the overarching vision for Elbasan Castle.

### **3.3 Topographic survey**

The contractor will conduct a detailed topographic survey of the entire Elbasan Castle area to provide a broad, high-level assessment of the site's terrain and spatial characteristics as per map in annex 1 including the castle structures and also the roads surrounding the Elbasan castle (St. Bulevardi Qemal Stafa, St.Janaq Kilica, St. Ptoleme Xhuvani, and St. Rinia). This survey will capture key geographical and structural features, including elevation variations, existing buildings, roads, plazas, and open spaces, ensuring a comprehensive understanding of the area's topography. The data collected will help identify natural and man-made constraints, guiding strategic planning for future interventions. Additionally, the survey should highlight major infrastructural elements, drainage systems, and access points that may influence development decisions. This macro-level analysis will serve as the foundation for integrating sustainable, functional, and historically sensitive design solutions.

### **3.4 Signage conceptual design**

The contractor should develop a signage concept design throughout the entire Elbasan Castle that ensures clear, functional, and visually harmonious orientation that integrates

naturally with the cultural and historical character of the site. The concept must offer a sustainable and aesthetically appropriate approach that facilitates visitor navigation while preserving the uniqueness of Elbasan Castle.

The contractor must include concrete proposals for all signage elements, including their form, functional typology (e.g., informational, explanatory, directional, etc), color, material, reference images, and other relevant features.

### **3.5 Mobility and Circulation System**

Create a “Detailed Mobility Plan Layout”, including vehicles, and pedestrian traffic diagram that will provide accessibility to the area for inhabitants and tourists, connected with the city infrastructure system in and outside the project area. The contractor should also propose parking solutions in or outside the project area.

The intention is to create more space for pedestrians and tourists, keeping in consideration that the area is inhabited, so in the streets/paths, vehicles will be allowed for supporting services to the businesses and inhabitants (e.g. only at a certain schedule), and also for emergency services. This should be complemented by a traffic management plan.

### **3.6 Pipeline Infrastructure System**

Provide an analysis of the current situation, propose recommendations for the necessary solutions, and prepare an action plan in time and costs to convert the actual service lines into an underground pipeline infrastructural system to include also spare line capacity for electricity, internet, landline phones, waste system, should the existing capacity increase.

### **3.7 Lighting concept design**

Provide lighting concept design for all typologies of public spaces, streets/paths, and existing castle walls by using low energy consumption technologies, to fit with the aim of protecting the area by considering on the impact of light pollution and safety.

### **3.8 Public Security Cameras**

Security camera spots must be identified in the main areas, streets as well as main entering and exit locations in the Elbasan Castle.

### **3.9 Approvals/Permits**

The contractor must obtain the necessary approvals/permits from the relevant institutions for both the conceptual design and the detailed executive design.

## **4 Executive Design for area A**

The executive design will be focused on two specific areas within Elbasan Castle, labeled area A, as per Annex 2. This design should build upon the conceptual design and provide detailed plans and technical specifications for interventions in these specific areas, ready for implementation. The focus should be on enhancing the restoration of objects, functionality, accessibility, and aesthetic appeal of area A while preserving the site's historical and cultural significance. The executive design should include details, materials, costs, and a phased implementation plan to ensure efficient execution.



Once the concept design is approved by the AADF and relevant public institutions, the contractor will proceed with preparing the detailed executive design for the intervention in the buildings, plazas, and streets/paths for the dedicated area A inside the castle as per Annex 2.

This will include, but is not limited to, the following elements:

#### **4.1 Preparation work**

- This phase includes the collection of existing documents, investigation and surveying. Initially, the contractor should study area A in order to be informed in detail on the existing condition. The surveying phase will be an important part of the project because it is through the survey that the consultant will get to know the area A both from the historical and technical conservation point of view.
- The contractor is required to engage with beneficiaries and other public institutions/subordinate institutions to obtain necessary documentations/ materials available in their archives for the continuation of the project. This includes also the legal status for all properties that will be subject of the executive design. Also note that these costs associated with this process shall be included in the financial proposal and will be paid by the consultant.
- The graphic material to be prepared by the Contractor should include, but not limited to:
  - Map positioning;
  - Photos illustrating the existing condition of the object;
  - Architectonic surveying of the existing condition of buildings and pathology assessment;
  - Layout plan;
  - Necessary floor plan;
  - Roof plan;
  - Facades and their architectonic elements;
  - Stairs;
  - Windows;
  - Doors;
  - Interior valuable architectonic elements;
  - Surrounding walls and entry doors of the inner gardens.

The graphic sheets prepared should be easy to read and understand.

#### **4.2 Analysis for buildings**

##### **4.2.1 The historic analysis includes:**

- Old photos and old drawings of buildings;
- Old Photos and old maps for area A.
- Photos and any other type of information that documents the history of interventions in these buildings.

##### **4.2.2 The interventions' analysis**

This analysis should enable the identification and classification of all restoration /construction interventions carried out on the buildings to date.

### **4.2.3 Materials' Analysis**

Detailed identification of materials used on the objects and their classification by grouping them into homogeneous units according to their nature and characteristics. For each material used (stones, mortar, paint, wood, metal), there should be a definition of its nature, typology, dimensions, the way it has been produced as well as its origin. If possible, the materials should be divided into "original" materials or materials belonging to the first construction phases and materials added during latter construction periods.

### **4.2.4 Structures Analysis**

This analysis of materials should go deep into details and should describe the existing condition, using a graphical presentation on a scale ranging between 1:25 and 1:1, depending on the circumstance. This analysis should take into consideration the elements mentioned below, and not only.

- The wall structure;
- The Cover;
- Roof structure;
- Concrete slabs;
- Vertical connections (stairs);
- Floors;
- Hydraulic facilities;
- Electric facilities;
- Central heating and cooling plants;
- Equipment (Hanging lamps, old systems of the atmospheric protection system, etc.);
- Etc.

### **4.2.5 Static-Structural Analysis**

Identifying the existing static condition and the sustainability of the constructional elements of the object.

## **4.3 The diagnosis of buildings**

### **4.3.1 Degradation of materials**

Classifying the types of degradations and grouping them according to their typologies. Defining the reasons for their degradation. Identifying the degradation of materials through a schematic distribution on the facade of the object.

### **4.3.2 Cracks on the walls and degradation of structural elements**

Identifying cracks on the plan of respective floors, defining the type of cracks and the reasons. Identifying and defining the degree of degradation on elements of wood, iron, etc.

This diagnosis needs to be conducted with the necessary types of equipment/technology.

## **4.4 The buildings**

The Contractor should identify the actual condition of buildings, their state of conservation, and the architectonic values and prepare a design restoration project, which will compose an architectonic method that will be used during the restoration of the buildings, in order to reveal and conserve its historic and architectonic values;

- The restoration and recuperation of values of buildings (houses and commercial units);
  - Restoration of all architectonic elements;
  - Restoration of the constructional supports of the structure;
  - Replacement of damaged elements;
  - Harmonization of the facade plastering and the facades' colors;
  - Restoration or replacement of all elements/details of doors, windows, balconies, outside stairs, etc;
  - Unification of the facades outside illumination;
  - Treatment of roofs;
  - Treatment of surrounding walls and entry doors of the inner gardens to improve accessibility and visibility;
  - Revitalization of inner garden community traditional values.

#### **4.5 Systematizations on the road infrastructure**

- Groundworks along streets/paths and plazas;
- Treatment of ground layers;
- Treatment of underground water supply and sewage networks;
- Treatment of a functional and/or decorative illumination;
- Treatment of a functional network system for internet, landline phones, etc;
- Placement of orientation signage;
- Treatment of a functional draining, collecting and distributing rainwater system;

#### **4.6 Outside systematizations and vegetation**

- Installation of urban furniture (benches, rubbish bins, advertising elements, awnings and tents, etc.), creational areas/plazas, and any other structures needed.
- Planting of Vegetation, and decorative flowers on buildings (houses and commercial units), streets, and public spaces in different compositions (trees, vases, etc.);
- Prepare an Urban Furnishing Regulation/Manual, that will need to be approved by local authorities for execution by all businesses and/or communities in the area.

#### **4.7 The architectonic restoration design for each object (A3 format) should include, but not limited to these sheets:**

- The analysis of the existing condition.
- The historic analysis.
- The architectonic analysis.
- The geometric and photographic survey – the identification of the construction type, and techniques.
- The documents and the survey of the actual condition of the architectonic elements;
- The layout plan of the objects;
- The systematization plan – Details of the systematization, pavement method (format), details of quotas
- The floor plans (if needed);

- Technical sections;
- Technical views – specifying the materials of different finishes;
- The water drainage plan (technical details)
- The plan of the roof;
- Different roof details (spouts, insulation);
- The plans for all the elements indoor with architectural values;
- External doors identification plan (the table of doors, their details and specifications);
- Window identification plan (the table of windows, their details and specifications);
- Restoration interventions and the methodology of interventions, consolidations, supports, additions, and cleanups.
- The restoration interventions on the artistic-architectonic details.
- Details of friezes;
- Details of the main fragments of the volumetric development and entrances;
- Details of the external stairs;
- Photomontage;
- 3D images;
- Animations.

**4.8 The architectonic restoration design** for objects that request constructive intervention to create a harmonization of the facades along the streets where restoration interventions will take place (in A3 format) must include, but is not limited to: (A3 format) should include, but not limited to these sheets:

- The analysis of the existing condition;
- The historic analysis;
- The architectonic analysis;
- The geometric and photographic survey – the identification of the construction type, and techniques;
- The documents and the survey of the actual condition of the architectonic elements;
- The layout plan of the objects;
- The systematization plan – Details of the systematization, pavement method (format), details of quotas;
- The floor plans (if needed);
- Technical sections;
- Technical views – specifying the materials of different finishes;
- The water drainage plan (technical details);
- The plan of the roof;
- Different roof details (spouts, insulation);
- The plans for all the elements indoor with architectural values;
- External doors identification plan (the table of doors, their details and specifications);
- Window identification plan (the table of windows, their details and specifications);
- Restoration interventions and the methodology of interventions, consolidations, supports, additions, and cleanups;
- The restoration interventions on the artistic-architectonic details;
- Details of friezes;

- Details of the main fragments of the volumetric development and entrances;
- Details of the external stairs;
- Photomontage;
- 3D images;
- Animations.

#### **4.9 The lighting design (A3 format) should include, but not limited to these sheets:**

- The electrical instalment plans;
- External illumination;
- Emergency illumination;
- Decorative illumination;
- Electrical boxes for events in public spaces;
- Power instalment plans;
- Calculations and the schemes of the electrical panels;
- Different calculations for added power;
- Technical report on electrical installments;
- Technical specification;
- Simulation.

#### **4.10 The mechanical design in streets/path and plazas (A3 format) should include, but not limited to these sheets:**

Based on the level and type of intervention, it is necessary to have:

- The installations of the security system;
- Fire protection installations;
- Installation bollards system;
- Report on mechanical installations;
- Technical specifications.

#### **4.11 Technical Report (A4 format), which should contain:**

- The total relations (restorative, constructional, electric, mechanic, geologic report, seismologic report);
- Environmental Impact Assessments (EIA) report and all the necessary approval/permit according to applicable law;
- Energy efficiency report from a licensed expert according to applicable law;
- Description of the design concept, the design parameters, the standards used, the methodology and calculations made;
- Conclusions, recommendations and the expectations of the Contractor.

#### **4.12 Technical specification (A4 or A3 format), which should contain:**

- All technical specifications (restorative, constructional, electric, mechanic);
- The specifications of the materials, the standards used, the methodology, and their use;

- Conclusions, recommendations and expectations of the design contractor;
- Materials to be used, their source and their standard for testing;
- Test frequency for each material to be use in construction;
- Methodology of measurement for each item;
- Payment methodology for each item;
- Technical manual for maintenance;
- Positioning mode;
- Required quality;
- Allowed formats;
- Recommended colors;
- Sketches, drawings and photos.

#### **4.13 Work Schedule:**

Provide individual Gantt charts for Area A, detailing the estimated time required for the construction company to complete the works in accordance with the executive design specifications.

#### **4.14 The budget**

The budget for the implementation (in Excel) should be specified for intervention in area A.

- The budget forecast for the implementation (based on the latest legislation in force);
- The technical analysis of prices for all items in the budget forecast based on the approved construction manual prices and the restauration manual in force.

For the budget items that are not included in the relevant applicable manuals, the price should be analyzed based on a market test by receiving at least 3 offers from economic operators operating in our country or internationally on need basis (the offers will become part of the submitted document).

### **5 Assistance During Tendering**

The consultant will be required to attend site visits during the construction tender process and provide clarifications on design-related inquiries.

### **6 Aesthetical Supervision**

The Consultant will be engaged in aesthetical supervision during implementation phase.

- During aesthetical supervision, the Consultant may make changes and additions to designs as deemed necessary during implementation (construction), with prior approval of AADF. The AADF shall require the engagement of the Consultant (through drawn details or presence in the field) with regard to any clarifications, further detailing or changes in design, addressing issues that could not have been foreseen during the designing phase.

- The Consultant shall be responsible for following all necessary procedures and obtaining any and all approvals from the Approving Authorities of the changes and additions, in accordance the requirements of the applicable law.
- During the aesthetical supervision of the construction works, the Consultant, in coordination with the supervisor of the construction works, shall perform monthly site visits and shall submit to AADF and the Supervisor of the construction works a written report on the progress and quality of the construction works, including concerns and suggestions related to aesthetical construction component.
- Within 30 (thirty) days from the completion of the construction works, the Consultant shall deliver to AADF a final aesthetical supervision report on performance of the construction works in full compliance with the Project Design.

## 7 The standards

Every proposed intervention proposed by the contractor must be developed in accordance with Law No. 27/2018 On Cultural Heritage and Museums and the with applicable Albanian laws and regulation in force.

## 8 Language

All documents produced by the contractor, including the concept design for the entire Elbasan Castle area and the executive design for Areas A and B, must be provided in both Albanian and English.

## 9 Experts' Qualification

### 9.1 Required experts

The Contractor will provide an experienced project design team with expertise in civil building design, restoration, archeology, urban planning, infrastructure, and traffic management, and others as necessary to ensure full coverage of all disciplines required for this assignment.

### 9.2 Required Licenses:

These Licenses are mandatory:

- In project design: 1-c; 2-a; 2-b; 2-c; 2-d; 3-a; 3b-1; 3b-2; 3c-1; 3-d; 3-e; 4-a; 4-b; 4-c; 4-d; 4-f; 4-i; 4-j; 5-b; 5-c; 6-a; 6-b; 8-a; 8-b; 8-e; 9-a; 9-b; 11-a;
- In restoring architecture heritage monuments; P/A/1; P/A/2; P/A/3; P/A/4; P/A/5; P/A/6; P/A/7;
- In Archaeology: A1, A2, A3

### 9.3 Experts Team Profiles

The experts' team shall contain at least these expert profiles:

- Team leader (Architect/Urban planner/Engineer)
- Architect;
- Urban Planner;

- Structural Engineer;
- Restorer;
- Archeologist;
- Infrastructure Engineer – (Traffic Management Expert);
- Mechanic engineer;
- Hydro technical engineer;
- Electrical engineer;
- Costing Engineer.

## 9.4 Requirements

The staff proposed for this tender shall at least fulfill the requirements below. The proposed staff should submit the required licenses in force and in absence, the university diploma in their specific field of expertise.

### **Architect/Urban planner/Engineer (Team Leader)**

Qualifications and skills:

- Design licensed as per relevant profile.
- 5 or more years of cumulative experience in leading teams;
- 10 or more years of cumulative experience in their field of expertise;
- At least 3 references demonstrating leadership in project design in implemented projects, including civil building design, restoration, archaeology, urban planning, infrastructure, traffic management, etc.

### **Architect / Urban planner**

Qualifications and skills:

- Design licensed as per profile.
- 10 years cumulative experience as Architect or in design, historical/urban areas etc.
- At least 3 references demonstrating the candidate's role as an architect in the design of implemented projects, including civil building design, restoration, archaeology, urban planning, infrastructure, traffic management, etc.

### **Structural Engineer – Civil Constructions**

Qualifications and skills;

- Design licensed as per profile.
- An overall professional experience in designing structural projects;
- 10 or more years of cumulative experience as Structural Civil Engineer;
- At least 3 references demonstrating the candidate's role as a construction civil engineer in the design of implemented projects, including religious, historical, and educational buildings, parking areas, and public square rehabilitation in archaeological/historical areas.

### **Restorer**

Qualifications and skills;

- Professional design license in restoring architecture heritage monuments, issued by the relevant institutions to include: P/A/1; P/A/2; P/A/3; P/A/4; P/A/5; P/A/6; P/A/7;



- 5 or more years of cumulative experience as restorer;
- At least 3 references demonstrating the candidate's role as a restorer in projects involving historic/archaeological areas, religious buildings, and/or historical buildings.

#### **Archeologist**

- Master degree or integrated diploma of second level in Archeology/Cultural Heritage;
- Professional license in archeological activities issued by the relevant institutions (A1, A2, A3);
- 5 or more years of cumulative experience as archeologist;
- Minimal 3 references of his/her role as an archeologist in projects in archeological areas.

#### **Infrastructure engineer – (Traffic Management Expert)**

Qualifications and skills;

- University degree in civil engineering for infrastructure.
- An overall professional experience in designing infrastructural projects;
- 10 or more years of cumulative experience as Infrastructure Engineer;
- At least 3 references demonstrating the candidate's role as an infrastructure engineer in the design of implemented projects, including road infrastructure, parking areas, and public square rehabilitation in archaeological/historical areas, with a focus on accessibility and mobility.

#### **Electrical engineer**

Qualifications and skills;

- University degree in electric engineering.
- An overall professional experience in designing electrical projects;
- 10 or more years of cumulative experience as an Electric Engineer;
- At least 3 references demonstrating the candidate's role as an electrical engineer in the design of implemented projects, including public and decorative electrical systems in buildings, parking areas, and public squares located in archaeological/historical areas.

#### **Mechanic engineer**

Qualifications and skills;

- University degree in mechanic engineering.
- An overall professional experience in designing mechanical projects;
- 5 or more years of cumulative experience in designing mechanical systems;
- At least 3 references demonstrating the candidate's role as a mechanical engineer in the design of implemented projects, including mechanical systems for buildings, parking areas, streets, and public squares in archaeological/historical areas.

#### **Hydro technical engineer**

Qualifications and skills;

- University degree in hydro technical engineering.

- 5 or more years of cumulative experience as a Hydrotechnical Engineer;
- At least 3 references demonstrating the candidate's role as a hydrotechnical engineer in the design of implemented projects, including sewage and potable water systems (main and secondary lines) for buildings, parking areas, streets, and public squares in archaeological/historical areas.

### Costing Engineer

Qualifications and skills;

- University degree in civil engineering/architecture.
- 5 or more years of cumulative experience as a Costing Engineer;
- At least 3 references demonstrating the candidate's role as a costing engineer in the design of implemented projects, including buildings, parking areas, streets, and public squares in archaeological/historical areas, with a focus on the preparation of Bills of Quantities (BOQ) and breakdown analysis.

## 10 Reporting

### 10.1 Deadline, contents, language, number of report copies

Deliverables	Language	Days from the contract signing	Number of copies	
			Report	CD/USB
Draft conceptual design	EN/AL	6 weeks	3	3
Comments on Draft concept design	EN/AL	2 weeks	1	N/A
Final concept design	EN/AL	4 weeks	5	5
Approval /permits by authorities	AL	6-8 weeks	1	N/A
Draft executive design	EN/AL	14 weeks	3	3
Comments on Draft detailed executive design	EN/AL	3 weeks	1	NA
Final detailed executive design	EN/AL	4 weeks	5	5
Approval /permits by authorities	AL	6-8 weeks	1	N/A

All reports and drawings should be submitted in hard copy and in electronic form.

The sources of information should be referred to and included. There shall be a complete list of all personnel and organizations (including the addresses and the telephone numbers) which have participated in discussions and meetings.

The drawings and the reports should be as outlined in the table above with all materials in the respective formats (dwg, word, pdf, excel, avi, etc.).

The documents will be submitted in a formal fashion accompanied by an inventory sheet.

All printed documents should be sealed and signed in original by all team members. The Contractor should include the AADF logo in all the documents produced for this service.

## **11 Duration**

The duration of services is foreseen to be 12 months starting from the signature of the contract date.

## Annex 1

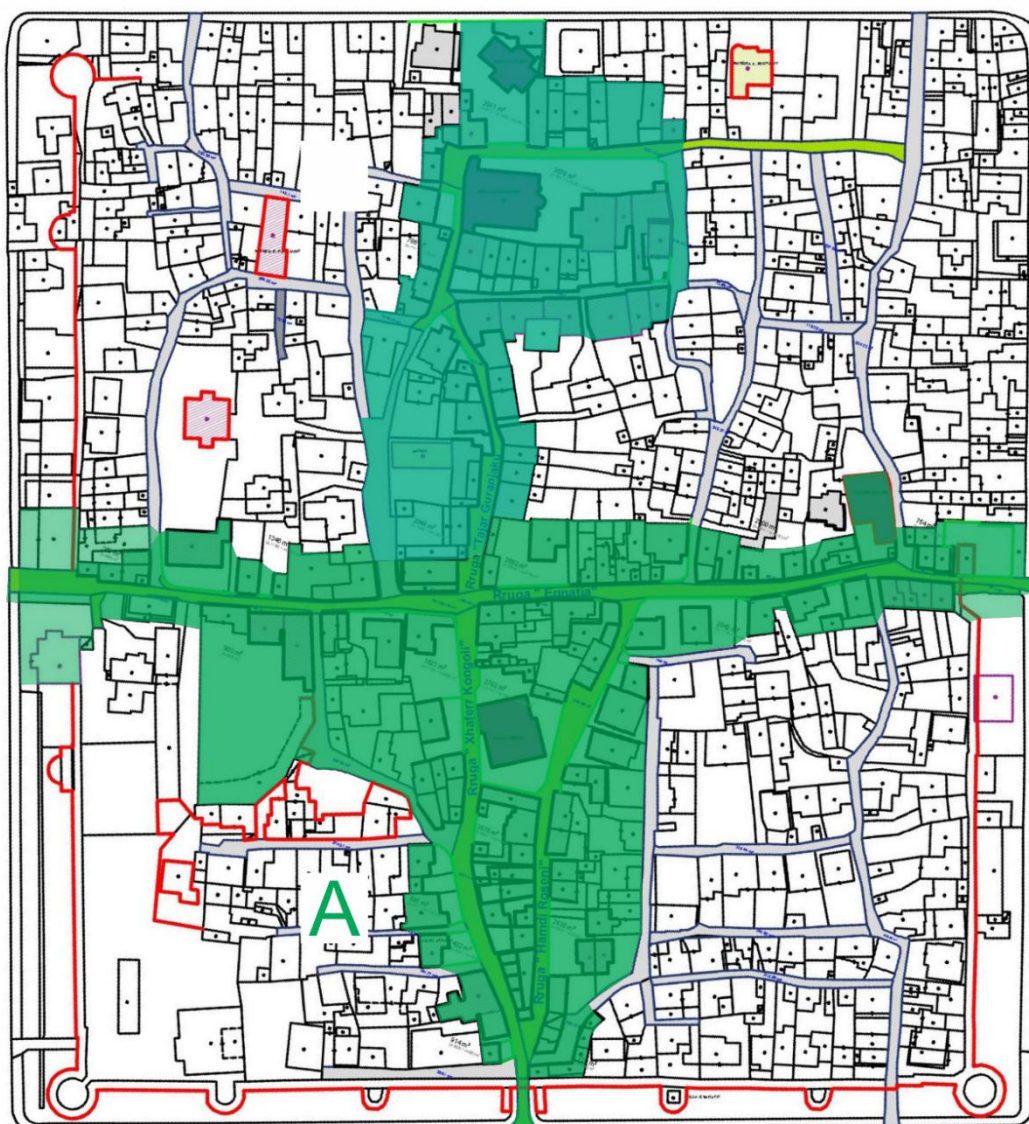
Elbasan Castle area for concept design.





## Annex 2

Area A for the detailed executive design.



## Annex 3

Category 1 Cultural Monument objects located within the Elbasan Castle area.

**The Konstandin Kristoforidhi House Museum** – A two-story building with a *çardak* (traditional covered balcony), constructed with stone walls and wooden beams that serve to rigidify the structure; the roof is also supported by wooden trusses. The main orientation is toward the south, where both the entrance and access to the courtyard are located. It is a small house with a *çardak*. The ground floor is used as storage, while the upper floor has been designated as a museum, although it is currently not in use.



**The House of Staf Nikollë Papajani** – A *çardak*-type house, Cultural Monument Category I. A two-story residence. A characteristic house from the 18th century, covered with a roof of wooden construction and local tiles. The ground floor has been entirely restored without preserving its originality. The floors are paved with imported gres tiles, and the ceilings are partially covered with gypsum boards and partially with plastic coverings. The doors are partially new wooden boards and partially made of duralumin. The windows are entirely duralumin.

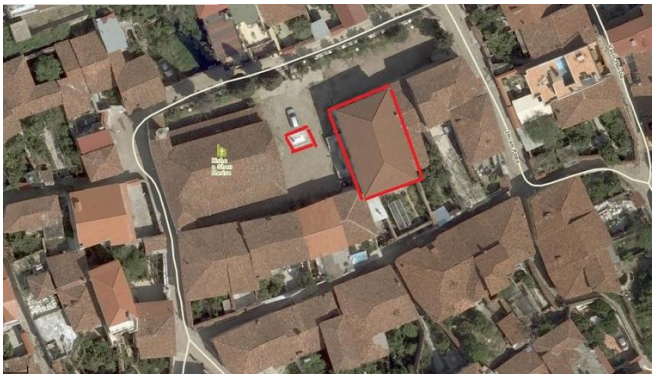
The first technical floor still partially preserves its original construction and features various wooden decorations, such as decorative ceilings in two rooms, partially wooden-latticed windows on the southern façade, partially decorated doors, built-in wall cupboards (*yklyke*), and ornamental woodwork along the walls, a very beautiful fireplace, heavily worn wooden floorboards, etc. This floor too has undergone changes and restorations without preserving the original materials and architecture. In the restored parts, there are new wooden doors, duralumin doors, duralumin windows, gypsum and polystyrene ceilings, gypsum walls, etc. The roof has been preserved in its entirety.

On the southern side of the building, the original external wooden staircase was demolished and replaced years ago by two separate reinforced concrete ramps which function independently. Also, on the northern façade of the building, which is the main façade, the original main door has been closed off and replaced years ago by two new metal doors. This intervention may have been made after the house was divided into two parts for two heirs of the Papajani family. For this purpose, the staircase was adapted, and a canopy with wooden construction covered with tiles was added to protect the new stairs. On the southern side, the house has a courtyard planted with fruit trees, mainly orange and lemon trees, as well as flowers.





**The Tomb of Konstandin Kristoforidhi and the Adjacent School** – Cultural Monument Category I. Late 19th century – Early 20th century. A two-story building constructed with stone and brick. The floor divisions are made with wooden beams, and the roof is also supported by wooden beams. The primary orientation is southwest.







**The Old Hammam of the Castle** – Cultural Monument Category I, built using the construction techniques of its time, the hammam located within the Castle is also known as the Women's Hammam and dates back to the late 16th century.

The original layout of the hammam consisted of three main rooms: the dressing room, the intermediate (warm) room, and the bathing room. During the 20th century, the Castle Hammam was repurposed as a food storage facility.

The building is constructed with stone walls bonded with mortar. The roof features openings or cracks that allow sunlight to filter through. A cistern placed above the wall of the niche (nife) served to supply the hammam with water. The hypocaust system enabled the circulation of hot gases beneath the floor and within the walls.



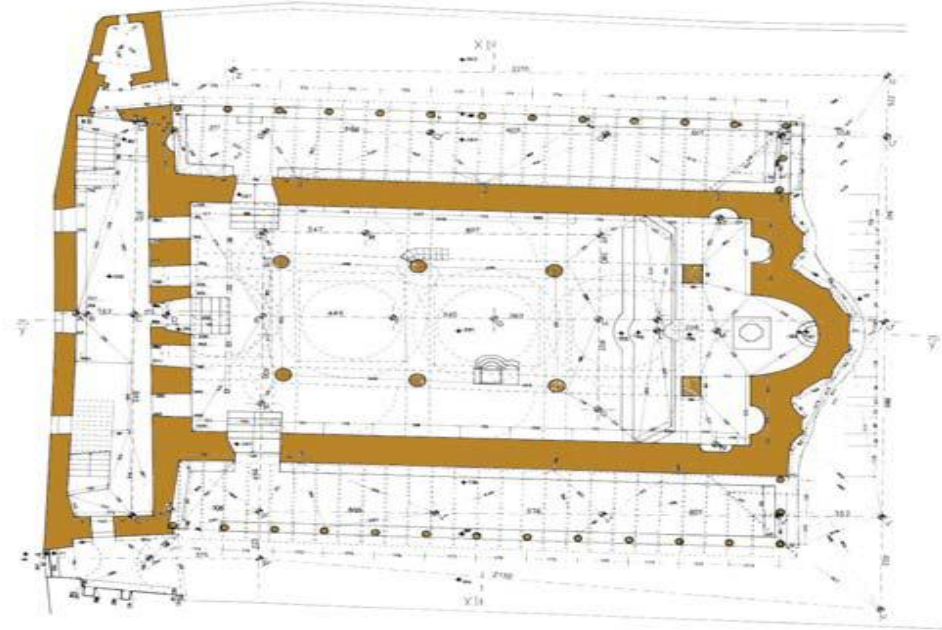
**Church of Saint Mary** – Cultural Monument Category I.

*ToR for the design service for the revitalization of Elbasan Castle: Conceptual Design for the entire Castle and detailed Executive Design for area A.*



This is an Orthodox Christian church, built on the ruins of an earlier church dating back to the 17th century, which was burned down in 1819. It was later reconstructed between 1829 and 1833. The paintings on the dome date from 1859. Work on the iconostasis alone took ten consecutive years to complete.

The church is distinguished by its architectural beauty and value. It is located in the eastern part of the Castle, with the main entrance-oriented westward. The entrance is flanked on both sides by a row of 13 hand-carved columns.



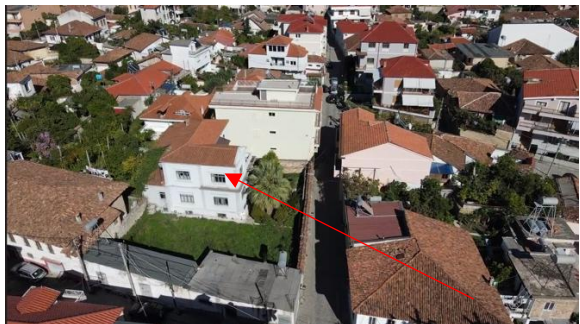
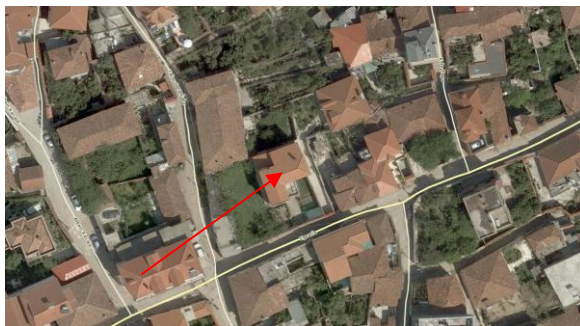
**Room with Decorative Ceiling in the Children's Kindergarten on “Egnatia” Street, formerly the residence of the distinguished patriot Lef Nosi – Cultural Monument Category I.** This building was once the home of the renowned patriot Lef Nosi, a noted collector, philologist,

*ToR for the design service for the revitalization of Elbasan Castle: Conceptual Design for the entire Castle and detailed Executive Design for area A.*

and signatory of the Albanian Declaration of Independence as a delegate from Elbasan, who was later executed by the communist regime. The building consists of a basement and two above-ground floors, with the upper floors being quite tall. The architecture reflects the Italian style of the early 20th century, around the 1920s–1930s. The masonry is built with full, thin Italian-style bricks, plastered with cement mortar.

On the ground floor, in the eastern room, there is a very distinctive fireplace and decorative wooden wall embellishments, a niche in one room, and wooden doors with carved decorations. The building also features visible column capitals, built-in wall cabinets, and doors with wooden ornamentation. The floors are covered with old wide wooden planks, and the veranda is paved with floral granilite tiles from the building's era. The interior staircase is made of wood, painted with oil-based paint, and includes wooden handrails. The roof is made of wood, covered with restored local tiles, and the eaves are plastered with period-appropriate decorations.

The **decorative wooden ceiling** of the room, for which this building was declared a Cultural Monument, no longer exists in its original location. Years ago, it was dismantled and reinstalled in the reception room of the **Ethnographic Museum** (formerly the residence of the Sejдини family)



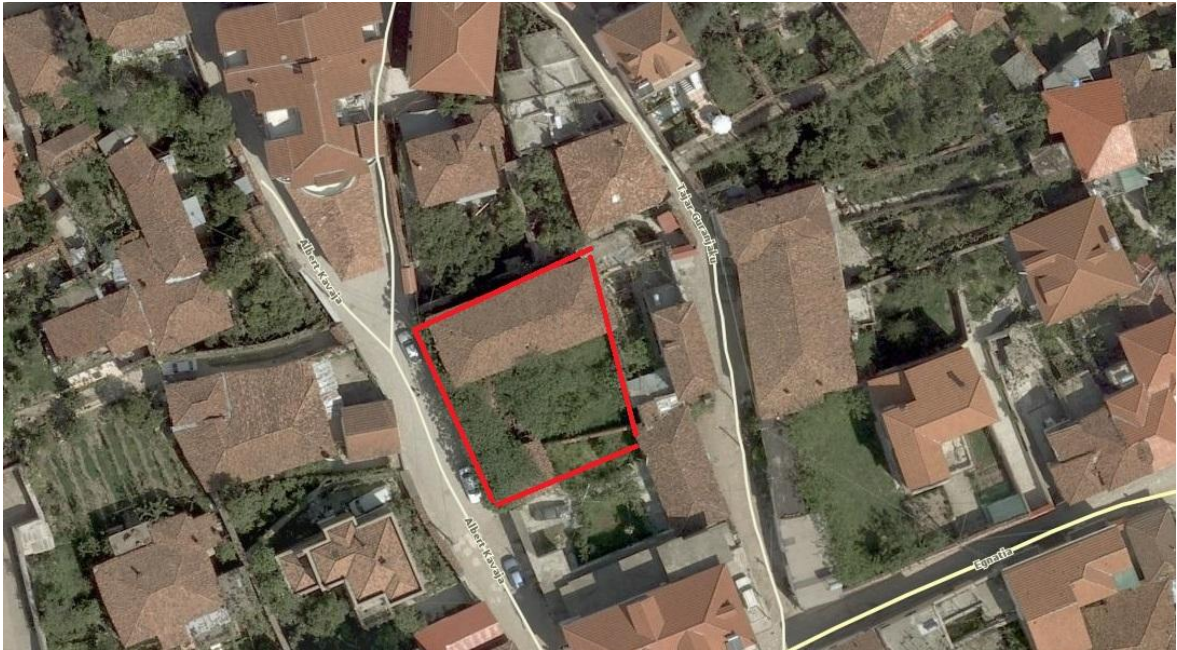
### **The Prison and Its Cells – Elbasan Prison during the Italian Occupation and the Communist Regime – Cultural Monument Category I.**

Based on the construction techniques used, the building is likely from the early 20th century. It is a 1–2 storey structure built with stone and bricks. The floor divisions are made with wooden



beams, and the roof is also supported by wooden trusses. The building's main orientation is southwest, and its façade is largely covered by vegetation.

The structure also includes a sizable courtyard area of approximately 140 m<sup>2</sup>, which historically served as an open yard but is now overgrown with plant life.



### **The Clock Tower – Cultural Monument Category I**

The tower rises on one of the southern wall towers of the Elbasan Castle, located to the left of the southern gate. It dates back to 1899 and is a three-story structure built with masonry construction. It has a square floor plan measuring 4.3 x 4.3 meters. On the city-facing façade is the entrance door, above which is inscribed the history of its construction.

Artistically, the Elbasan Clock Tower is considered an original architectural achievement, notable for its proportions and the decorative treatment of its external structures. The tower stands 30 meters tall and has recently undergone restoration at its base along with repainting of the walls.

