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| Tender no#: 201/26 | Title: <i>Landscaping Works and Irrigation System Installation at the Pyramid Center park in Tirana</i> |
| Date: March 26 th , 2026 | Location: Tirana |

1. Specific Bidding Details

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| 1.1 | Subject of The Tender | <i>Landscaping Works and Irrigation System Installation at the Pyramid Center Park in Tirana</i> |
| 1.2 | Project Description | <p>The Albanian-American Development Foundation (AADF) led the revitalization and transformation of the Pyramid of Tirana into a leading center for youth, technology, education, and innovation. As part of its ongoing commitment to maintaining and improving the quality of the Pyramid Center and its surrounding public spaces, AADF intends to enhance and maintain the existing landscape areas of the site.</p> <p>This initiative aims to improve the visual quality, environmental sustainability, and overall visitor experience of the Pyramid Center through the addition of trees, flowers, and other plantings, as well as through the maintenance and repair of the existing greenery and irrigation system. The intervention will support the continued upkeep and enhancement of the outdoor environment, ensuring a well-maintained and attractive landscape for visitors, Pyramid tenants, and the broader public.</p> <p>AADF will contract a qualified service provider to carry out landscape works, maintenance, and irrigation system installation works at the Pyramid Center in Tirana. The selected service provider will be responsible for the supply and planting of additional plants, as well as for the installation of irrigation infrastructure system, ensuring that all interventions are properly integrated with the current landscape design and maintained to a high standard.</p> |
| 1.3 | Ceiling Fund | 18,000,000 Leke (Vat excluded) |
| 1.4 | HARD COPY Submission | Applications for this tender must be submitted in hard copy . The deadline for submission is March 26th, 2026, at 10:00 AM . Late submissions will not be considered. |
| 1.5 | E-mail submissions | All tender documents must also be submitted by email to tenders@aadf.org by 10:30 AM on the same date. The financial offer must be sent in a separate email with the tender number clearly stated in the subject line. It is essential for the process integrity that the financial offer is NOT SENT before 10:30 AM , as this is the time when the sealed envelopes will have been opened. Please note that email submissions will be considered invalid unless the hard-copy documents, sealed in envelopes, are submitted by the stated deadline. |

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| 1.6 | Bid Opening | Envelopes will be opened on the submission date at 10:15 AM by AADF representatives. There will be no public opening for this tender. |
| 1.7 | Scope of Works | <p>The scope of work includes, but is not limited to, the following activities:</p> <ul style="list-style-type: none"> • Site Preparation <ul style="list-style-type: none"> ○ Clearing existing vegetation where required. ○ Soil excavation, grading, and leveling to prepare planting areas. ○ Removal of debris and unsuitable materials. • Soil Improvement <ul style="list-style-type: none"> ○ Supply and installation of fertile topsoil. ○ Soil conditioning with organic matter and nutrients. ○ Ensuring proper drainage and compaction. • Planting Works <ul style="list-style-type: none"> ○ Planting of trees, shrubs, and ornamental plants according to the approved design. ○ Installation of grass and lawn areas, including hydroseeding or turf laying. ○ Use of native and drought-resistant species where possible. • Landscape Enhancements <ul style="list-style-type: none"> ○ Creation of decorative plant zones, and shaded areas. ○ Integration of pathways and open spaces with greenery. ○ Installation of protective edging and mulching. • Irrigation System <ul style="list-style-type: none"> ○ Assessment of the existing irrigation system ○ Replacement of existing pipes with new pipes, suitable for modern irrigation systems and compatible with the required network pressure. ○ Testing of irrigation lines, sprinklers, and drip irrigation systems to ensure proper operation and uniform water distribution across the landscaped areas. ○ Digitalization and automation of the irrigation system, through the installation of a smart irrigation controller and integration with a mobile or web-based application for remote monitoring and management of irrigation schedules. • Maintenance Period <ul style="list-style-type: none"> ○ Maintenance of planted areas for 6 months. ○ Replacement of dead or damaged plants as needed every two months. |

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| | | <ul style="list-style-type: none"> ○ Maintain control of the automated system of irrigation to ensure proper automatic irrigation. <p>2. Deliverables</p> <ul style="list-style-type: none"> • Fully landscaped outdoor areas surrounding the Pyramid of Tirana. • Healthy, sustainable greenery with improved soil and grass coverage. • Operational irrigation system. • Final handover report including plant inventory, • Maintenance guidelines manual, • As-built drawings |
| 1.8 | Payment | <p>Payment Schedule:</p> <ul style="list-style-type: none"> • First Payment – 30% upon submission of confirmation from the supplier for the order of materials required and mobilization of the Service Provider. • Second Payment – 60% of the contract value upon completion of planting works and installation of the irrigation system. • Warranty – 10% of the contract value upon completion of all services, successful testing of the irrigation system, replacement of any damaged plants, and final inspection and acceptance of the works by AADF for a period of 6 months. |
| 1.9 | Clarifications | <p>Any clarifications regarding the tender and/or the assignment that are not addressed during the informative session must be submitted in writing no later than five (5) working days before the application deadline. Inquiries may be sent by email to tenders@aadf.org or delivered in writing to the AADF office in Tirana. Responses to questions will be provided in writing to the inquiring applicant, if possible, within two (2) working days.</p> <p>Please note that no clarification shall be considered as superseding, contradicting, adding to, or altering any tender condition unless formally issued in writing and signed by the AADF Co-CEOs or their designated representative.</p> <p>Addenda and/or clarifications may be issued at any time. Such updates will be published on the AADF website. Applicants are responsible for regularly checking for updates, as these may affect the tender pricing and conditions.</p> |
| 1.10 | Number of Bids Allowed | Only one |
| 1.11 | Subcontracting | Not Allowed |
| 1.12 | Joint Ventures | Not Allowed |

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| 1.13 | Team Composition | <p>The Service Provider shall propose a qualified team with relevant experience in landscape installation, planting works, and irrigation systems. At a minimum, the team should include the following key personnel:</p> <p>1- Site Supervisor Responsible for overall coordination and supervision of the works, communication with AADF and Pyramid Staff, scheduling of activities, and ensuring that all works are implemented in accordance with the approved design and timeline.</p> <p>2- Landscape Specialist / Horticulturist Responsible for overseeing planting activities, selection and placement of vegetation, soil preparation, and ensuring that all planting and landscaping works follow appropriate horticultural practices.</p> <p>3- Irrigation Technician Responsible for installation, repair, and testing of the irrigation system, including the proper functioning of sprinklers, drip irrigation lines, valves, and related infrastructure.</p> |
| 1.14 | Relevant Experience of the Company | <p>The Service Provider must demonstrate proven experience in the implementation of landscaping, planting, and irrigation system works, maintenance and upkeep of landscaped areas, particularly in urban public spaces or institutional environments. To qualify the applicant shall present two similar contracts implemented in the last five years.</p> <p>Documentation: Contracts or invoices, references, completion certificates, or client attestations.</p> <p>Number of Documents Required: A minimum of two and a maximum of three contracts/references/invoices or completion certificates in the last 5 years will be accepted and evaluated.</p> |
| 1.15 | Timeline | The services are expected to be completed within 3 (three) months of the contract signature. |
| 1.16 | List of Documentation to be submitted: | <ul style="list-style-type: none"> ● Completed AADF Application Package Fully completed application package with all required documentation attached as indicated. ● Similar Contracts-Evidence of two to three similar contracts implemented in the last 5-years related to landscaping works, planting, irrigation systems, or maintenance of urban green areas. ● Number of employees for the Last Six Months |

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| | | <ul style="list-style-type: none"> ● Business Simple Registration Extract ● Team Composition - List of proposed team members, including their CVs and documentation demonstrating relevant qualifications and experience. ● Work Plan - Brief description of the approach to implementing the landscaping, planting, and irrigation works, including an indicative work plan and timeline. ● Financial Statements - Copies of the company's financial statements for 2025. ● Outsourced Staff Contracts (if applicable) - ● Conflict of Interest Disclosure - A declaration of any conflict of interest with AADF directors or Pyramid Center managers. Failure to disclose an existing conflict of interest may result in exclusion from the procurement process. ● Financial Offer - Financial offer covering all costs related to the implementation of the work including labor, materials, planting, irrigation components, equipment, transportation, maintenance and any other related expenses. |
| 1.17 | Documents Requested Only from the Winner | <p>Before signing any contract or binding documents, the winner shall provide clear records of:</p> <ol style="list-style-type: none"> 1- Criminal record certificate (certificate issued by the Prosecution Office for any criminal case initiated against the entity or its legal representative and certificate issued by the Judicial Register of the Ministry of Justice for the legal representative of the entity). 2- Certificate of good standing (a certificate issued by the Court evidencing that the entity is not in the process of liquidation or bankruptcy). 3- Tax clearance certificates from national and local tax authorities. |
| 1.18 | Qualifying Criteria | <p>1-The Applicant must be a legally registered entity authorized to operate in Albania and provide services related to landscaping, planting works, and irrigation system installation or maintenance.</p> <p>2- demonstrated experience in implementing landscaping, planting, and irrigation system works through at least two successfully completed projects of similar scope and nature.</p> |
| 1.19 | Site visit | <p>Date: March 19th, 2026</p> <p>Time: 11.00</p> <p>Place: Pyramid of Tirana front entrance</p> |

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| | <p>The AADF will organize a site visit for all interested companies to ensure equal access to information and provide clarifications on the tender submission process, the Terms of Reference, and the project context.</p> <p>Participation in the informative meeting is not mandatory and will not affect the evaluation process, but interested companies are strongly encouraged to attend.</p> |
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Evaluation Criteria

| Criteria | Documentation | Scoring |
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| Experts' Team relevant qualification | CVs, diplomas, contracts, certifications, recommendations, references. | 20% |
| Prior Relevant experience of the company | Contracts, references | 30% |
| The proposed application/platform for the automatized control of the irrigation system | Technical specifications, data sheets | 10% |
| Financial Bid | Financial Offer | 40% |
| TOTAL: | | 100% |

Note: Any alteration of documents or false declaration may result in serious penalties, including permanent exclusion from AADF tendering processes.