

Tender no#: 202/26	Title: Maintenance Works at the Pyramid of Tirana
Date: June 24, 2026	Location: Qendra Piramida, Tirana, Albania



Specific Bidding Details

1. Particulars

1.1	Subject of The Tender	Maintenance Works at the Pyramid of Tirana – Architectural, Interior, Electrical, Lighting and Access Control Systems
1.2	Project Description	The Albanian - American Development Foundation (AADF) intends to carry out maintenance works at the Pyramid of Tirana, including architectural, interior, Fab Lab, electrical, lighting, and access control systems in both internal and external areas. The interventions include maintenance and minor improvement works on architectural elements, the Fab Lab spaces, interior and exterior lighting, electrical infrastructure, cable systems, and the implementation of the access control system, aiming to improve functionality, safety, and operational performance of the building.
1.3	Ceiling Fund	81,000,000 All (VAT Excluded)
1.4	HARD COPY Submission	Applications for this tender must be submitted in hard copy . The deadline for submission is June 24, 2026, at 10:00 AM . Late submissions will not be considered. Packaging, sealing and labeling of the hard-copy submission shall be in accordance with the General Conditions.
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. For the integrity of the process, the financial offer shall NOT be sent before 10:30 AM , in order to ensure that it is submitted only after the opening of the sealed envelopes. <i>Please note that email submissions will be considered invalid unless the hard-copy documents, sealed in envelopes, are submitted by the stated deadline.</i>
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.

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1.7	Scope of Works	<p>The work comprises maintenance and minor upgrade interventions at Pyramid of Tirana. The scope of works includes the upgrade, maintenance, testing, and commissioning of lighting systems (interior, exterior, decorative, and landscape lighting), electrical distribution networks, cabling infrastructure, and associated components, as well as the supply, installation, integration, testing, and commissioning of an IP-based access control system.</p> <p>All work shall include testing, commissioning, and handover of fully operational systems in accordance with the technical specifications and Employer’s Requirements.</p> <p>One of the key components of the architectural intervention consists of flooring works, including resin floor treatment applications. Each bidder shall prepare and apply an on-site sample/mock-up of the proposed flooring treatment within the Piramida building during the period from 13 June 2026 to 20 June 2026. The sample/mock-up shall demonstrate the proposed material system, surface finish, workmanship, durability, and compliance with the technical specifications.</p> <p>The on-site sample/mock-up will be inspected and tested by the Contracting Authority as part of the technical evaluation process. The quality and performance of the executed floor treatment sample shall form an integral part of the bid assessment and will directly affect the overall technical evaluation of the tender.</p>
1.8	Payment	<p>Payments will be made in All based on the measured volume of work certified by the supervisor and the technical representatives of the employers</p> <p>AADF will retain 10 (ten) % of the total value (VAT Excluded) of the works (deductible from each invoice upon payment) as a quality warranty. It is payable in equal tranches of 5% after the first warranty year and the rest at the end of the warranty period of two years.</p>
1.9	Site Visit/Informative Meeting	<p>Date: June 12, 2026</p> <p>Time: 11.00 a.m.</p> <p>Place: Qendra Piramida, Tirana</p>

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		<p>The AADF will organize an informative meeting 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 tender process, but interested companies are encouraged to attend. To participate, please confirm attendance by email to tenders@aadf.org up to one day in advance.</p>
1.10	On-site sample/mock-up of floor treatment	<p>13 June – 20 June</p> <p>Place: Qendra Piramida, Tirana</p> <p>Each bidder shall execute an on-site sample/mock-up of the proposed resin flooring system for inspection and evaluation as part of the tender assessment process.</p>
1.11	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>
1.12	Number of Bids Allowed	Only one
1.13	Subcontracting	Allowed for the flooring works only
1.14	Joint Ventures	Not Allowed
1.15	Team Composition	<p>1- Project Manager (minimum 10 years' relevant experience);</p> <p>2- Resin works' technician (minimum 7 years' relevant experience);</p> <p>3- Site Engineer/Architect (minimum 7 years' relevant experience);</p>

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		4- Electrical Engineer (minimum 10 years of relevant experience)
1.16	Relevant Experience of the Company	<p>Experience: At least three similar projects completed within the last five (5) years, of which at least one involves electrical and lighting works and at least one involves resin works. Minimum 3 and maximum 5 contracts will be evaluated. Resin contract can be of the subcontractor; the rest will be of the applicant.</p> <p>Documentation: Contracts accompanied by references, completion certificates, invoices, or client attestations.</p> <p>Licenses required: NP-1, NP-2, NP-3, NS-4, NS-14:</p>
1.17	List of Documentation to be submitted:	<ol style="list-style-type: none"> 1- Completed AADF Application Package, in PDF format and as a signed scanned copy. 2- BoQ accompanied by price analysis using the structure suggested by the technical manual of public construction. 3- Similar Contracts and other supporting documents as per 1.16 above 4- Certificate confirming the number of employees, together with the payroll register for the last six months (salary data may be redacted), demonstrating a minimum workforce of 30 employees. 5- Data sheets for the resin and 6- Contracts with outsourced staff if any 7- Business Registration (QKB simple excerpt) 8- Business relevant licenses as per legislation and requirements in 1.20 9- Team CVs, relevant contracts or other proof of relevant qualifications like licenses, diplomas, certificates. 10- Gantt chart showing major milestones and deliverables 11- Financial Statements for 2025 submitted to tax authorities 12- Conflict of Interest Disclosure <p>For the Subcontractor (if relevant)</p> <ol style="list-style-type: none"> 1- QKB simple excerpt 2- List of employees for the last 3 months

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		3- Similar contracts (up to three)
1.18	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.
1.19	Timeline	Works need to be completed within 4 months
1.20	Required Licenses	The applicant shall hold, at minimum, company licenses NP-1, NP-2, NP-3, NS-4, NS-14:
1.21	Safety Plan	Site-specific and in line with Albanian legislation and best practice

Qualifying Criteria

Nr	Criteria
1	The Applicant is a legally registered entity and eligible to operate in Albania
2	Proven experience as per 1.16
3	Licenses as per requirements in 1.20

Evaluation Criteria

Criteria	Documentation	Scoring
Experts' Team relevant qualification	CVs, diplomas, licenses, certificates, and proof of relevant experience	20%

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Prior Relevant experience of the company	Contracts and other proof of relevant experience	20%
Quality of the on-site sample/mock-up of floor treatment	Must demonstrate the proposed material system, surface finish, workmanship, durability, and compliance with the technical specifications.	20%
Financial Bid	Detailed 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.