

REQUEST FOR PROPOSALS # 00208-26

Provision, and Installation of New Devices for TUMO Project in Tirana

Specific Bidding Details

Item	Description
1.1 Subject of the Tender	AADF is looking for companies to deliver and install new laboratory equipment for TUMO Tirana Project
1.2 Ceiling Fund	N/A
1.3 Deadline for submitting applications	November 16, 2026 , at 10:00 a.m. Albania local time. By this deadline, bidders must submit the Financial Offer ONLY, in a sealed physical envelope . Financial Offers received after the deadline will not be considered. For the submission to be complete, there needs to be also an electronic submission of the rest of the documents at the specified time and email address (see 1.5)
1.4 Official Submission	The physical submission must consist only of the Financial Offer , enclosed in a sealed envelope and delivered by the deadline specified in Section 1.3. The envelope must be clearly marked with the tender number and the bidder's name. No technical proposal, qualification documents, or other tender documents should be included in the physical envelope.
1.5 E-mail submissions	Between 10:15 and 10:45 a.m. on the submission date, bidders must email a complete electronic copy of all tender documents , including the Financial Offer, to tenders@aadf.org . The tender number and the bidder's name must be clearly indicated in the email subject line. Electronic submissions received before 10:15 a.m. or after 10:45 a.m. will not be considered. The electronic submission does not replace the mandatory submission of the Financial Offer in a sealed physical envelope. A tender will be considered complete only if both submission requirements have been fulfilled within their respective deadlines.
1.6 Application Opening	Envelopes will be opened on the submission date at 10:15 hours by AADF representatives. There will be no public opening for this tender.
1.7 Scope of Works	The scope of work encompasses all activities related to purchase, delivery, transportation and installation of equipment as per published list, at Pyramid of Tirana, where the laboratory is being created.
1.8 Progress Payments	AADF will pay for the service provided according to the following schedule: 1- 95% after delivery, and signing of handover certificates 2- 2.5% one year from the handover date 3- 2.5% two years from the handover date
1.9 Deadline for delivery	Implementation: up to 12 weeks from contract signing.
1.10 Informative meeting	N/A
1.11 Number of Bids Allowed	Up to two
1.12 Subcontracting	Not allowed



1.13 Joint Ventures	Not Allowed
1.14 Core Team Composition	❖ N/A
1.15 Capacity of the Applicant	❖ Able to legally make business in Albania ❖ Demonstrate existence of maintenance services or after sales support, Documentation: - Registration Documents - Company profile
1.16 Licenses and Certifications of the Company	N/A
1.17 Warranty and aftersales support	As offered
1.18 List of Documentation to be submitted	1. The AADF application package completed in English, with all required documents attached. 2. Company profile 3. Registration documentation (QKB simple extract or similar) 4. Proof of service and after sale support unit 5. Detailed financial offer 6. Data sheets for main equipment, specifically for the proposed models 7. Warranty statement detailing warranty conditions and period of validity 8. Disclosure of conflict of interest with any AADF director or managers, if any. THE WINNER ONLY 9. Criminal record certificate 10. Certificate of no pending lawsuit/criminal case 11. Certificate of good standing 12. Tax clearance certificates from national and local tax authorities 13. Copies of official financial statements for 2025

2. Qualifying Criteria

- Legally able to conduct business in Albania

3. Evaluation Criteria

Criteria	Distribution of points
Technical specifications (compared to the published ones)	60%
Financial Offer	40%
TOTAL	100%

The winner will be asked to present all originals of the copies presented for verification. Any alteration of documents will be cause for harsh penalties, up to permanent exclusion from AADF tendering.