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International Concept Design Competition

YOUTH ORIENTED

EXPO ALBANIA

Flexible Spaces for Exhibitions | Fairs | Concerts
| Meetings | Events | Recreation | Logistics

open call



Competition Overview

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1 Competition Overview

1.1 Introduction

The purpose of this Call is to guide the design of a multifunctional exhibition center that will meet the needs of various events and activities by facilitating public gatherings for the exchange of ideas, information, innovations, goods, services, and networking. The center should be designed to host a variety of events, including fairs, trade shows, exhibitions, concerts, and other large-scale events. The design should prioritize flexibility, sustainability, accessibility, and functionality. Moreover, the design should allow for the flexibility to facilitate alternative and varied spatial utilization during periods when events are less frequent.

1.2 Promoters

The National Territorial Planning Agency (through its Atelier Albania unit), at the request of the Chairman of the Special Work Group and mandated by the Council of Ministers, is announcing an open design competition for architecture design proposals through which it is looking for the best design solution for the development of the Expo Albania, a flexible space for exhibitions, fairs, concerts meetings, events, recreation, and logistics,

that works throughout the week, every month of the year, and where the themes will be mainly focused on young people.

1.3 Manifesto

Tirana has experienced tremendous growth and transformation over the past 30 years. With the transition to a democratic, free-market economy, the city has slowly but surely gained traction as a robust, diversified economy due to its unique characteristics, such as its proximity to several regional hubs and its vital role in several value chains. Notably, the city has made tremendous strides in future-proofing its development by investing heavily in creating and consolidating key partnerships in established markets and across various new, up-and-coming industries, including IoT, Artificial Intelligence, Industrial Fabrication, etc. These industries and their respective fields of activity are represented by a diverse slew of inter- and multinational organizations and corporations, which often seek to expand their activities into new and emerging territories, bringing with them more significant employment opportunities, new ideas, increased local capacities through knowledge transfer, and ultimately an improvement of the local economy through foreign direct investment (FDI). The MICE

Industry (Meetings, Incentives, Conferences, Exhibitions) is responsible for conducting the business and leisure events that these organizations use to bring together large groups of interested actors, to promote and further their activities. Valued at over USD 650M/annum, MICE comprises an important and growing sector of tourism, which global cities are increasingly seeking to partake in. The Global Association of the Exhibition Industry (UFI) reported that in 2018, approximately 32,000 exhibitions took place, bringing in over 300 million visitors, and nearly 5 million exhibitors across 180 countries. The global economic impact of this sector generated more than \$325B in economic output and \$198B in GDP contributions.

Given the commercial scale and potential of this sector, it is therefore of paramount importance that Tirana be properly positioned and adequately equipped to be able to participate and succeed in this lucrative market, both for the intrinsic opportunities it presents and to consolidate the status of the city as a leading destination for foreign investments.

Moreover, Tirana's vision of well-rounded and integrated development also places a great premium on the city's art and music

scene. New musical acts, painters, sculptors, and performance artists regularly move to Tirana, seeking livelihood, community, and inspiration in a city of like-minded peers and art-forward citizens. Presently, promotion and further consolidation of these sectors are contingent on using several designated spaces and facilities (such as the Palace of Congresses) or other flexible spaces (various public and private culture centers) in an ad-hoc manner. However, these facilities face several challenges.

Many are highly amortized, require frequent maintenance, and do not provide the breadth of capacities and amenities prestigious multinationals need to properly market their goods and services. Additional facilities are primarily designed with other functions in mind and can only accommodate these services to a limited extent. These limitations greatly restrict the scale and diversity of events that can be hosted. Moreover, the location of these facilities within the inner city creates traffic, accessibility, and parking issues, compounding the difficulty of adequately hosting such events for large groups of people or facilitating more complex organizations.

With the growth of Tirana and by proxy, the increasing regional importance of Albania moving towards integration, the country must be adequately positioned to capitalize on future opportunities. EU integration and a more robust and competitive economy produce virtuous cycles that make Albania, particularly Tirana, an increasingly attractive and competitive destination for foreign investors. However, these investments require a range of infrastructures that must be implemented to make these prospects a reality, the chief among which is creating new spaces and venues for foreign investors and enterprises to market their offerings properly. A versatile, state-of-the-art exhibition center, capable of facilitating gatherings of people partaking in all functions, can play a critical role in providing a much-needed platform for new economic activities and a wide range of other cultural, social, and artistic events. This unique flexible-use center can significantly enhance the visibility of Tirana as a destination for organizing fairs, trade shows, expos, large-scale meetings, and other events, further consolidating the capital's reputation as a leading commercial, social, and cultural hub in the region and internationally. Furthermore, the spaces and possibilities afforded by this new center

can create new opportunities for Tirana's participation in international value chains, networks, and commercial partnerships.

It is, therefore, crucial to provide a solution to these issues by conceiving a designated venue to properly and fully host such a diverse program. The envisioned venue will be well-equipped with all the necessary amenities to develop this diversity of functions while remaining flexible enough to anticipate additional functions when not used for its primary program. This venue will comprise several exhibition halls, conference and meeting rooms, auditoriums, and all the requisite technical, storage, and support spaces.

This competition seeks to generate proposals to realize this vision through innovative and forward-thinking designs that can harmonize a wealth of programmatic requirements while remaining flexible enough to accommodate emerging usages.

1.4 Beneficiaries

This competition aims at the design and implementation of a high-quality multi-functional exhibition center, with the capacity to accommodate, market, and successfully host commercial and cultural events for the increasingly diverse demands of a global audience in a highly competitive industry. This project will effectively turn Tirana into a leading regional destination for the organization of industry events, art festivals, trade fairs, and other similar activities both for the region and globally, mainly youth-oriented, bolstering the economy, knowledge, and innovation capacities of the city and further consolidating its role in the region as a dynamic "place to be". The direct beneficiaries of this project are therefore not only the business, art, and innovation communities but also the City itself which will benefit from the increased international exposure and resulting economic growth.

1.5 Organizing Authority

The National Territorial Planning Agency is the organizing authority for the competition process, following the rules and procedures defined in the Albanian Law of Public Procurement.

1.6 Competition Process

Phase 1: Expression of Interest, Eligibility, and Shortlist

This is an open, international, concept design competition, organized in two phases. In Phase 1 of the application, the candidates will present their team composition, qualifications, work methodology, and their vision statement for the site, including a brief preliminary concept. Candidates shall submit requests for expression of interest and the documentation required by this Call and the STDs.

The Contracting Authority will examine the candidates' submitted documentation and report to the Competition Jury. The candidates, who do not meet the qualification criteria stated in the Tender Documents, shall be disqualified and shall be immediately notified accordingly.

The Jury will evaluate the qualified candidates based on their team composition, previous experience, methodology, vision statement, and preliminary concept. At the end of this phase, the Jury will select the best 5 (five) teams and concepts, which will be short-listed to continue working for Phase 2.

Phase 2: Submission of Concept Design Proposals

In Phase 2, the Jury will carefully review the short-listed teams' proposals, and based on the Phase 2 criteria, will select the winning proposal. At the beginning of this phase, the Contracting Authority will send an invitation to each of the short-listed teams to submit concept design proposals for the given site. After receiving the final concept design proposals, the Contracting Authority will examine them to make sure they meet the requirements stipulated in this Call and the STDs. The qualified proposals will be reviewed and evaluated by the Competition Jury based on the criteria stated in this Call.

The Jury will announce the winning team, based on the careful and thorough selection of the best design proposal. The winning team will be awarded the execution design contract by the respective authority, after bi-party negotiations on fees, timeframe, and deliverables.

Selection Criteria

The Jury will select the winning team/bid (Phase 2) based on the following criteria:

- **Experience:** The design team should have prior experience in designing facilities for exhibition or event spaces and be able to demonstrate a portfolio of previous relevant work.
- **Creativity:** The design team should demonstrate a creative and innovative approach to the design of the convention center.
- **Technical Expertise:** The architect and winning team should demonstrate technical expertise in designing complex spaces and be able to develop detailed plans and specifications.
- **Cost:** The proposed fee should be relative to the prices of the local market and competitive with the other bids.

Concept Design Proposal Reward for Short-listed Teams

Each short-listed team will be rewarded the amount of **Euro 40,000**, for the submission of the concept design proposal.

The winning team that will be awarded the execution design contracts (after bi-party negotiations), will have to discount the concept design proposal reward (**40,000 Euro**) from the execution design fee.

1.7 Working Methodology

Teams of Local and Foreign Professionals

We stimulate, encourage, and support the participation of local and international professionals working in tandem with each other. We believe this team-based collaboration will improve the manner projects and research are supported with all the appropriate local knowledge and an international level of design expertise. Moreover, it is of great importance to look at competitions as co-creative processes where designers and members of the local community are involved in an interactive development exercise.

Every international team is encouraged by the organizers to partner with a local team and each local team is encouraged to partner with an international counterpart. The organizing authority believes that such cooperation can increase the impact of the proposal and improve implementation feasibility. This is not a pre-selection criterion, however, having a partnership at this stage is massively useful and can help create a more coherent and contextualized vision, which might boost the teams' chances to be selected.

1.8 Eligibility

The competition is open to teams of experts with experience in architecture projects and urban development that meet the requirements outlined in this document and the STDs. The design team should consist of professionals with prior relevant experiences. The teams must meet the requirements according to Annex 9 of the STDs:

- be registered or recognized by an official accreditation body in the country of practice of the applicant; or
- where recognition or registration law does not apply, the applicant is a member of a professional institution in the country of practice.

Each team taking part in Phase 1 must include at least: a lead architect, architectural designer, landscape architect, urban designer, artist, event/set designer, structural engineer, and building estimator.

All Applicants/Bidders and the team members must be identified and declare the validity of professional registration, recognition, or membership in the Team Composition Declaration.

1.9 Expert Profiles

Lead Architect

- At least 10 years of professional experience.
- Relevant required licenses: category 2.b-1 (local architects), or equivalent licenses from the country of practice (international).
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Architectural Designer

- At least 5 years of professional experience.
- At least one relevant design experience in a project of similar scale **or** complexity (specified in the CV).

Landscape Architect

- At least 5 years of professional experience.
- Relevant required licenses: category 2.b-1 (local architects), or equivalent licenses from the country of practice (international)
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Urban Designer

- At least 5 years of professional experience.
- Relevant required licenses: category 2.b-1 (local architects), or equivalent licenses from the country of practice (international)
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Artist

- Experience with art installations in public spaces (specified in the portfolio).

Event/Set Designer

- At least 5 years of professional experience.
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Structural Engineer

- At least 10 years of professional experience.
- Relevant required licenses: category 3.b-2 or 3.c.1 (local architects), or equivalent licenses from the country of practice (international)

- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Building Estimator

- At least 5 years of professional experience.
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

1.10 Competition Jury Composition

The Competition Jury will have 7 (seven) members, all experienced professionals in the relevant fields. The composition of the Competition Jury is structured to include local (3 members) and international design experts (3 members), as well as a representative of the entrepreneur community. The members of the Competition Jury will be announced not later than one week before the date of the evaluation – as declared in the competition calendar. It will be announced on the website of the competition. A short biography of each juror will also be provided on the competition site.

The Jurors will be assisted and supported throughout this competition by the Technical Secretariat, composed of members of the Organizing Authority, who are experts in the relevant fields.

2.1. General Context - Tirana

Tirana is the capital of Albania and the country's largest city, with a population of approximately 800,000. As the economic heart of Albania, Tirana boasts a great variety of industries and economic activity. The city has a strong focus on services, including finance, education, and healthcare, as well as tourism.

One of the major economic sectors in Tirana is construction, with significant investment in infrastructure and building projects in recent years. The city is also home to several manufacturing industries, such as textiles, food processing, and electronics. Tirana also has a growing tech sector, with several start-ups and established companies operating in the city. The government has taken steps to support the growth of this sector, including establishing a technology park.

Tirana has experienced strong economic growth in recent years, with GDP per capita increasing significantly. The city has made significant progress in improving its business climate in recent years, with the government introducing reforms and measures to attract foreign investment and support entrepreneurship.

The World Bank's Ease of Doing Business Report 2022 ranked Albania 69th out of 190 countries, improving from the previous year. The report notes that Albania has made significant progress in indicators linked to establishing new businesses, obtaining credit, and protecting minority investors. The Albanian government has also introduced various incentives for foreign investors, such as tax exemptions and reduced bureaucratic procedures. In addition, the country has a relatively low corporate tax rate of 15%, which can be further reduced to 5% for certain sectors and regions.

Tirana also benefits from a highly educated workforce, with a significant proportion speaking English and other European languages. The city is also well-connected, with good transport links to other parts of Albania and the wider region.

While Tirana may still face some of the growing pains of a rapidly expanding city, it can be considered to have a favorable business climate for international companies, particularly in the finance, technology, and tourism sectors. It is, therefore, necessary to ensure that the record of improvement and growth is capitalized to retain and consolidate the city's positive development momentum.

2.2 Context of Large-scale Event Spaces in Tirana

Several buildings accommodate and host events such as fairs and conventions in Tirana. Though these buildings have allowed for the organization of various events, increasingly, as the scale and profile of Tirana grows, their capacities display limitations. The Palace of Events, Tirana Expo Center, and Expo City Albania are three event venues within and close to the capital. Below are brief descriptions of each:

The Palace of Concerts (Former Palace of Congresses)

The Palace of Concerts is a notable cultural and event landmark in Albania. Built in 1986, it was initially intended to serve as a multifunctional venue. Designed by Albanian architects, the building's modernist triangular shape symbolizes Albania's rugged landscape. Its sizeable central hall can accommodate up to 2,200 people and is adorned with chandeliers, murals, and a mosaic ceiling depicting Albanian history and culture.

After 1990, the palace's purpose and usage evolved significantly. Today, it is a major cultural center that hosts diverse events, including concerts, performances, exhibitions,

and large-scale gatherings. The palace has undergone renovations to modernize its facilities and ensure it remains a premier venue in Albania, both due to its capacity and location (along Tirana's Central Boulevard).

Tirana Expo Center

Tirana Expo Center, a private investment that seems to not be operational currently, can be described as a purpose-built exhibition and event center in Tirana, Albania. It offered facilities and infrastructure for hosting trade fairs, exhibitions, conferences, and other events. The center used to offer multiple halls and meeting rooms that could be configured to meet the needs of different events. Its largest hall, used to have a total area of 4000 sq.m. and could accommodate up to 4000 people. Tirana Expo Center is located northwest of Tirana, close to Kamza, in an area of considerable traffic, resulting in a decline in the use of the event center.

Expo City Albania

Expo City Albania is another private investment situated on the Tirana-Durrës highway, close to the town of Vora. The event center is planned to reach a capacity of 5,000 people with a total area of 30,000

square meters. The up-to-date operational center has proven to be located at a considerable distance from the city center and is only seldom visited compared to other centers located closer to the capital.

2.3 Competition Site

Tirana is a fast-growing city that has recently benefited from major infrastructure developments responding to its growth needs. Large-scale projects like this – an exhibition center that responds to the vision of turning Tirana into a recognizable regional hub for networking events, entertainment, knowledge, and innovation – need a very well-connected site of significant size. The proposed site sits alongside the outer ring road of Tirana, with a fast connection to the Airport, the Blue Corridor (Adriatic-Ionian corridor connecting Montenegro, Albania, and Greece), Corridor VIII (Via Egnatia), and the Port of Durrës. The proposed site, a former military area used as a parking station for helicopters, is around 6 hectares in size, free of construction, and with a slight southwest slope.

Characteristics:

Coordinates: 41°18'41.41"N 19°52'47.58"E

Lot Area: 61 817 m²

Access: Eastern Ring Road (Primary Interurban Road)

Distance:

Tirana City Center: 7,67 km

Tirana International Airport: 27,51 km

2.4 Scope of the Competition and Competition Questions

This competition aims to generate new ideas and proposals for the overall reconceptualization of the available site, to facilitate the creation of a flexible, high-capacity multi-purpose event center. The proposals should respond to the context by considering and integrating a variety of event typologies, including but not limited to fairs, trade shows, concerts, and exhibitions, within a system of flexible spatial facilities within the venue, capable of accommodating a diversity of spatial configurations. The venue and its constituent spaces should allow event organizers sufficient possibilities to not stifle creativity, scale, and ambition in

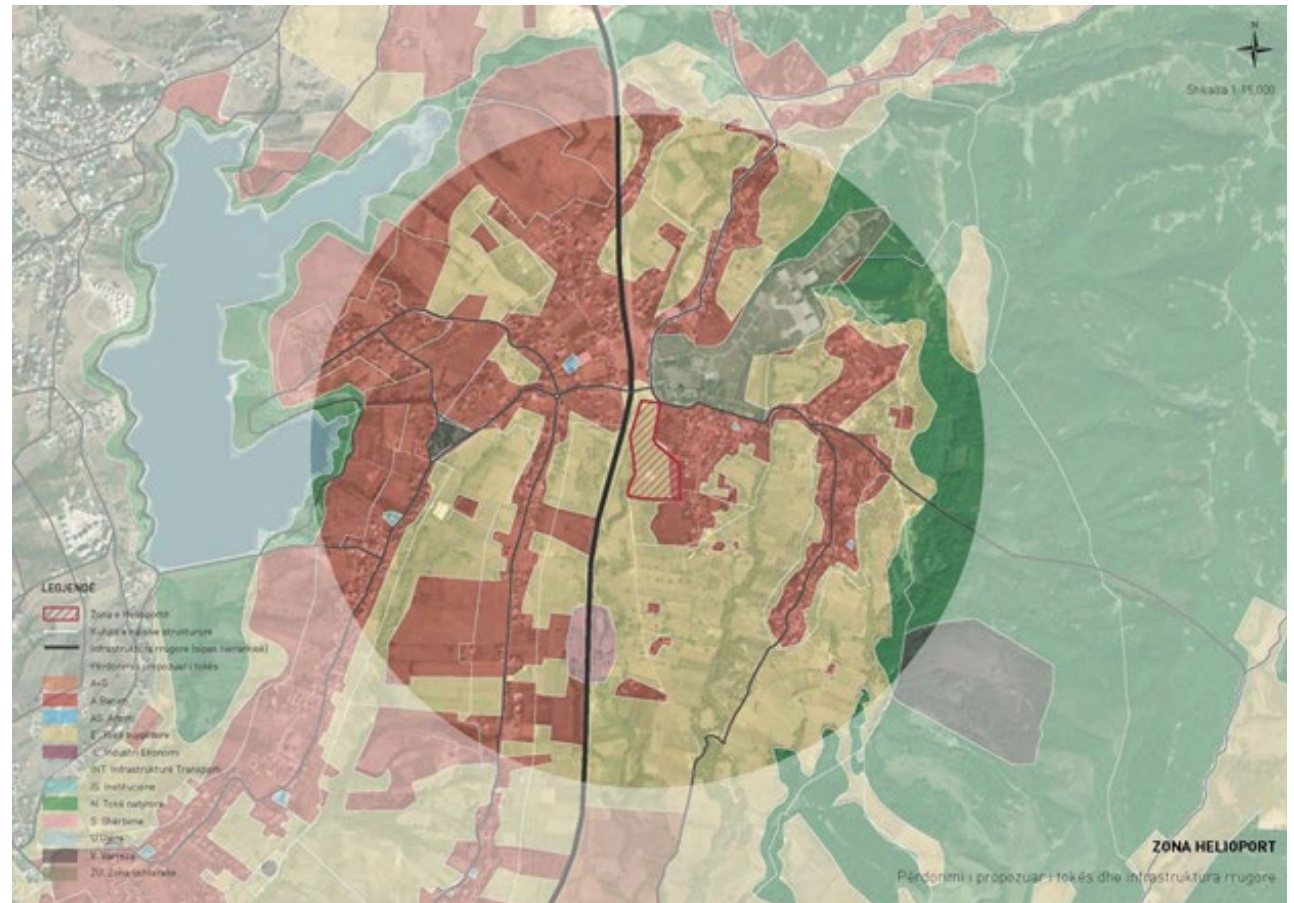
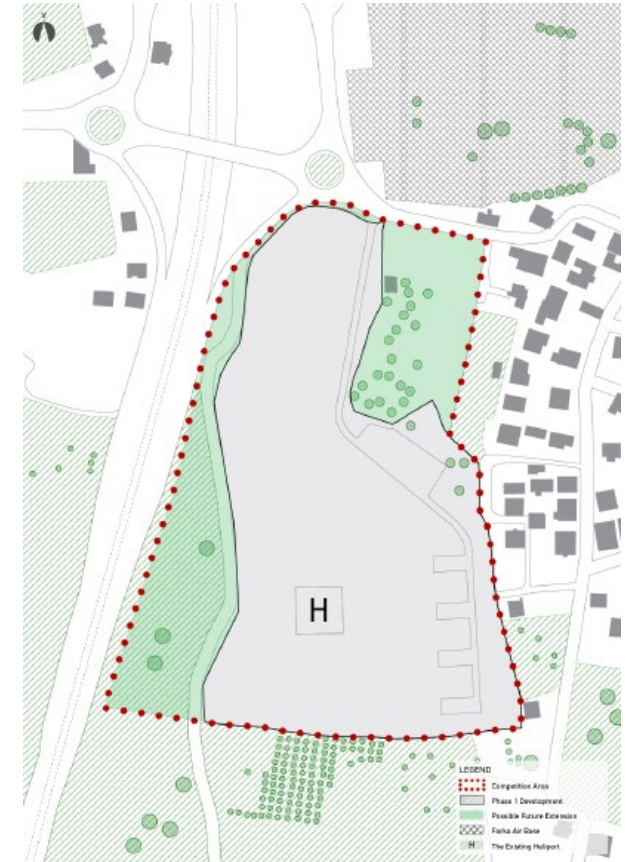


Fig. 2: Context of the site

how they design their stands or exhibits. In having this freedom, event organizers (often representatives of world-class organizations) can present their work, products, and offers in the best light possible, ensuring that they have a positive and productive engagement and experience with the venue and, by corollary, the city of Tirana as a destination.

The competition will build on these three tasks:

1. The proposal for the competition site surrounding the new multi-functional exhibition center and its connection to the city and the broader context;
2. Design an overall program of spaces for multiple uses, a wide range of users of different backgrounds, needs, and ages;
3. Architecture concept design proposal for the development of the Expo Albania, a flexible space for exhibitions, fairs, concerts, meetings, events, recreation, and logistics that works throughout the week, every month of the year, while keeping in consideration that the center will have a special focus on youth.



The design proposals should abide by the requirements set by the Call and accompanying documentation and shall aspire to:

- Promote Tirana as a regional hub for networking, culture, tech and commerce;
- Provide functional programming and design that reflect and promote the characteristics of the project and its ambitions;
- Create possibilities and capacities for mixed-use functions, particularly cultural, commercial, and educational activities, and services, while maintaining a particular focus on youth engagement.

A successful proposal responds well to the following questions:

- How can we plan an exhibition and event center that attracts key decision-makers in commercial and creative industries and bolsters activity in the area?
- How can we create a variety of spaces, offering attractive hosting for a multitude of sectors, organizations, and possible themes?
- How can we design a center that accommodates various activities, that

caters to the needs of all age groups while being particularly attractive to young people?

- How can we design the spaces to allow redeployment by other functions when not in use in their primary event role?
- How can we ensure successful and efficient connectivity of the diverse functions and seamless flows between the various programmatic spaces?
- How can we design spaces that allow visitors to become part of the experience in and around the facilities?
- How can we facilitate the evolving needs of visitors by integrating their behaviors and preferences with emerging trends and technologies?
- How can we ensure good mobility in the area and efficient, safe access to spaces by users and the nearby community?
- How can we improve the quality and the aesthetics of the surrounding context through the design?
- How can we integrate technology and future-proof the spaces to allow the curation of memorable and successful fairs, trade shows, and exhibitions, today and in the future?
- How can we facilitate curation and participation in events, through both virtual and physical formats and media?

2.5 Competition Objectives

The outcome of this competition will be the design solutions for a high-capacity event venue with an integrated and flexible collection of programmatically versatile spaces and facilities capable of attracting and seamlessly accommodating events from various sectors across the entire region. The new venue will serve as a key nexus in the city's dynamic role as a regional commercial, cultural, artistic, and academic destination. These events include but are not limited to trade shows, fairs, exhibitions, art and architecture pavilions, and concerts.

Each competitor will be required to address and synthesize the following concerns through the design process:

- Study the area of the competition and its surroundings. Provide an in-depth analysis of the proposal area, built upon desk research, meetings with experts, and site visits to reflect the current conditions and justify the proposal;
- Provide an architectural design proposal that seeks to create a distinctive exterior while ensuring the flexibility of the interior space to accommodate a wide range of events;

- Explore functional synergies in the design of the building program and layout - anticipate both primary and secondary usages of the space, allowing for flexibility while providing adequate infrastructural coverage for a variety of spatial configurations;
- Integrate modularity into the layout's design to improve the ease and intuitiveness with which individual booths or exhibits can be designed;
- Emphasize providing a diverse range of amenities that cater to the needs of visitors and attendees participating in all event typologies;
- Maximize the production of renewable and green energy by making the most of the large plot - aim for a carbon-zero or carbon-negative building;
- Ensure accessibility for all, with ramps, elevators, and other facilities that guarantee the comfort and safety of users;
- Any solution should ensure high creativity, use of the latest technology, cost-effectiveness, compliance with the Albanian legislation in force, and the implementation of best available practices for the design of such typologies;

- Prepare and submit the required documentation as specified in this Call and the Standard Tender Documents (STDs); In the event of any conflict or inconsistency among the requests outlined, the order of precedence will be: (1) STD, (2) Terms of Reference (Call);
- Present the proposal to the Jury (short-listed teams only), on the date that will be announced by the organizers;
- In case of selection as the winner (short-listed team only), be willing and have the capacity to comply with the other stages of development.

The detailed design Brief that will guide competitors during Phase 2 of the competition will be provided only to short-listed competitors. To discuss the design Brief and its requirements, an online workshop will be organized with the participation of involved stakeholders. The workshop date will be announced later.

2.6 Design Program

The proposal should abide by the requirements set by the terms below and should follow the legislation in power about building standards and regulations. Successful proposals should meet the following minimal criteria, which are not exhaustive but serve as necessary constraints to an effective design.

Spatial Program

Expo Albania is aspired to be the largest exhibition space in Albania and in the region. It should have:

- **a main exhibition hall** of 10,000 sqm, on one level,
 - fully modular and divisible into smaller halls;
 - at least 8 halls;
 - 12m high.
- **complementary exhibition space in mezzanines**,
 - around 2000 m²;
 - 4 m high.
- **distribution and service areas** and connecting spaces,
 - dedicated foyers and circulation corridors;
 - dedicated and/or common (grouped) reception desks for ticketing;

- dedicated and/or common (grouped) service areas;
- **an outdoor exhibition area** of 5,000 sq.m;
 - directly connected to the main exhibition hall
- **a flexible space for meetings, conferences, and events** of 5,000 sq.m, on 1-2 levels
 - fully modular and divisible into smaller halls/ rooms;
 - at least 10 halls;
 - 6-8m high.
- spaces for **storage** and **logistics**, of at least 5,000 sqm ,
 - for operational purposes;
 - for rent;
- **parking** spaces,
 - preferably situated predominantly underground
 - capacities to accommodate approximately 500 cars.
- **catering** areas,
 - Restaurants and kiosks.
- **recreational** spaces for children;
- **green space**,
- **accommodation services**
 - at most 5000 m ,
 - highrise,
 - 3-4 star hotel.

Expo Albania should be designed based on the latest technology regarding design, construction, safety, and operation.

Expo Albania must be designed with the capacities required to accommodate exhibitions, fairs, and events covering a wide range of sectors, like building and construction, engineering and manufacturing, real estate and management, health, medical and pharma, homes, gardens and gifts, cosmetics and beauty, data, IT and tech, energy, automotive and transport, media and content, pop culture and gaming, printing and packaging, safety and security, sports and wellbeing, travel and tourism.

Different configurations for exhibition and event halls should take into consideration different layouts like 'theatre', 'party', 'reception', 'and dinner, based on many uses like presentations, receptions, conferences, seminars, congress, staff parties, or product launches.

Minimum design considerations for exhibitions and event spaces are laid out in Annex 2 of this Call (located at the end of the document).

3 Required Services

3.1 Required Services

Phase 1: Expression of Interest and Eligibility (Shortlist)

1. Submit the preliminary concept idea;
2. Submit the supporting application documents;
3. Submit the documents to the Competition Organizers' address (soft copy and hard copy) within the given deadline.

Phase 2: Submission of Concept Design Proposals

- Draft the concept design proposal
- Prepare the accompanying materials including:
 - The scale model,
 - The project report,
 - The preliminary estimate for the proposal (implementation costs), and
 - The estimated execution design project fee.
- Submit the documents to the Competition Organizer address (soft copy and hard copy) within the given deadline;
- Present the concept design proposal in front of the Jury, on-site (on a date to be announced)

3.2 Application Documents

Competition applicants must submit several documents, to comply with the requirements of the competition for Phase 1 and Phase 2 of the contest. These documents are of legal, informative, and design character.

Any details regarding the documentation that needs to be submitted to be eligible for the competition will be given in Annex 9 of the STDs. The list below is for informational purposes only; please refer to the above-mentioned document for the full formal requirements and forms that need to be submitted.

Phase 1 Documents/ Deliverables

The Deliverables should be bound as two PDF Documents, organized in Chapters arranged and titled following the same structure as listed below, where the Drawing and Illustrations of the (Preliminary) Concept Design will constitute one of the Binders and the rest of the Documents will comprise the other Binder. Well-organized Binders will help the Organizing Authority and the Jurors evaluate the compliance of each submission with the STDs requirements.

Please follow these instructions!

1. Expression of Interest
2. JPrimary Staff CV (showcasing relevant previous experience) and portfolio (lead architect/ studio and designers);
3. Methodology of work
4. Vision statement
5. Preliminary concept drawings and illustrations
 - a. Every Applicant/ Bidder will submit sufficient graphic material for the jurors to understand and impartially evaluate the concept. Clarity of presentation will support the communication of the idea to the Jury.
6. All other legal and financial documents or self-declaration statements relevant to the application according to the STDs, Annex 9, which include:
 - a. General Eligibility/ Qualification Criteria
 - i. The Applicant/ Bidder must declare that he/she/they:
 1. is/are registered in the commercial register according to the legislation of the country where it carries out its activity, or according to the special legislation in case of a nonprofit organization, has/ have the

- object of procurement in the field of activity, and has an active status;
2. is/ are not in bankruptcy process (active status);
 3. has/ have not been convicted of any criminal offense, by Article 76/1 of the Law on Public Procurement (LPP);
 4. the person (persons) who act(s) as a member of the administrative body, director or supervisor, shareholder or partner, or who has representative, decision-making making or controlling power within the Economic Operator, is not currently convicted or has not been convicted by a final court decision for any criminal offense, defined in Article 76/1 of the LPP;
 5. has/ have not been convicted by a final court decision with regards to the professional activity;

6. has/ have no outstanding payments of taxes and social security contributions, or fall under one of the stipulations provided for in Article 76/2 of the LPP;
7. has/ have paid the electricity bills and meets/ meet the requirements arising from the legislation in force. This information is required for Applicants/Bidders, who operate in the territory of the Republic of Albania.
8. is/ are not in the conditions of a conflict of interest, according to the legislation in force;
9. performs/ perform the activity by the relevant environmental, social, and labor legislation;
10. submitted an Independent Application, according to the requirements of the legislation in force;
11. performs/performs the activity by the requirements of the legislation in force;
12. there are no persons, who are/ have been in this capacity, in a

Bidder exempted from the right to benefit from public funds, by the decision of the Public Procurement Agency, while this decision is in force.

- b). The above criteria shall be fulfilled following the submission of the Summary of the Self-Declaration Form of the Applicant/ Bidder, on the submission day, according to Annex 10 of STDs.
- c). In the event of a Joint Venture of Bidders, each Biddermember of the group must submit the aforementioned Self-Declaration.
- d). If the Applicant/ Bidder will rely on the capacities of other entities, the aforementioned Self-Declaration must also be submitted by the supporting entity.
- e). The General Qualification Criteria must not be changed by the Organizing Authority.
- f). In any case, the Organizing Authority has the right to carry out the necessary verifications for the authenticity of the above information declared by the Applicant/ Bidder.

g). If the application is presented by a Joint Venture of Applicants/ Bidders, the Applicants/ Bidders should provide:

i. A cooperation agreement between them, defines the representative, the percentage of participation in the joint venture, and the tasks/responsibilities that each of the members of the joint venture will carry.

h). If an Applicant/ Bidder wants to rely on the capacities of other entities, he/she proves to the contracting authority or entity that he/she will have the necessary resources available, submitting a written commitment to these entities for this purpose.

II. Specific Qualification Criteria

a). The Applicant/ Bidder should submit:

i. The summary Self-declaration Form according to Annex 10 of STDs;
ii. The economic and financial capacity:

To prove their financial and economic capacities, the economic operators must present a certificate for the annual turnover for the last financial years **2020, 2021,**

2022, where the turnover value for at least one of the years of the requested period must be no less than **1,000,000 Lek.** For foreign operators, in cases where the required documents are not issued in the country of origin to certify the balance sheets/financial statements or the annual turnover, they can submit a statement for their confirmation.

Phase 2 Documents/ Deliverables

- a). Detailed Concept Design Proposal
- b). Detailed Preliminary Estimate Proposal for the Project Execution (Execution costs)
- c). Justified Execution; Design Fee Proposal.

The required proposal for Phase 2 submission should include, but are not limited to the following list of documents:

- i. Materials visualizing the proposal (A0, foam-board panels - maximum 10 panels)
 1. Plans, sections, and elevations of the proposal;
 2. Functional diagrams;

3. Concept diagrams and drawings (mobility/circulation, parking, structural);
4. Urban design concepts and plans;
5. Landscape design concepts and specifications;
6. Diagrams of key technical specifications;
7. Renders and visualizations.
- ii. The proposal's report (A4 or A3 format), including:
 1. Design approach and methodology;
 2. Inspirations, precedents, references;
 3. Context analysis;
 4. Stakeholder needs identification;
 5. Description and presentation of the proposal;
 6. Work plan;
 7. Spaces and capacity specifications (diagrams, text descriptions);
 8. Elements and functional specifications (diagrams, text descriptions).
 9. The preliminary estimate of the proposal (implementation costs).

- iii. Scale site model (scale to be defined by the team)
- iv. PowerPoint/ Keynote Presentations of the Proposals (including animations - optional)

3.3 Copyright

All competitors' drawings and submissions become the common property of the Organizing Authority, which gains the right to publish, reproduce, and use them for different institutional purposes. The copyright of each design submission remains with the author.

4 Timeline and Submissions

4.1 Timeline and Submissions

The applicants and their respective teams shall submit the required documentation in fulfillment of the deadlines, as outlined in this document and the STDs. In case of a change in the scheduling of the work, the organizing authority is obligated to bring this to the attention of other parties within a reasonable time.

The phases for the competition and subsequent contract are as follows:

Phase 1: Pre-qualification and short-listing

Phase 2: Concept Design phase – the contest of short-listed candidates

Phase 3: Contracting of the winning candidate for the detailed design work

4.2 Submission Guidelines

The team will prepare and submit officially the required documents to the offices of the Organizing Authority – The National Territorial Planning Agency (NTPA) – and also via the competition e-mail.

Phase 1

The documents should be submitted in 1 (one) printed and signed copy at the postal address of the Organizing Authority, together with a CD of the digital material. 1 (one) electronic copy of the material should be sent to the competition email address.

Competition	Email	Address:
	ExpoAlbaniaCompetition@gmail.com	

Phase 2

The panels should be submitted in A0 format, foam-boarded, in 1 (one) printed copy while the report should be submitted in an A4 or A3 paper format, in 10 (ten) printed copies. Some copies of the reports will be distributed to the Jurors and the rest will remain with the Organizing Authority. The printed copies together with 1 (one) CD of the digital material and the scale model should be submitted to the postal address of the National Territorial Planning Agency. 1 (one) electronic copy of the panels (original/ editable format and PDF), the report (editable format and PDF), and the presentation (editable format and PDF) should be sent to the competition email address.

Postal address:

AGJENCIA KOMBËTARE E PLANIFIKIMIT
TË TERRITORIT - AKPT (National Territorial
Planning Agency - NTPA)
Street "Muhamet Gjollështa" no. 57, Kutia
Postare (P.O. Box) 1023, Tirana, Albania Tel:
+355 42 272 556

4.3 Language

All required documents should be fully submitted entirely in English or Albanian.

4.4 Competition Calendar

Open call for expressions of interest	December 29th 2023
First question period	December 29th 2023 – February 1st 2024
Deadline Phase 1	February 12th 2024
Shortlist	February 15th 2024
Invitation for Submitting Concept Design Ideas	February 23rd 2024
Second question period	February 23rd 2024 – April 1st 2024
Deadline Phase 2	April 15th 2024
Public Presentations and Evaluation of the Jury	April 18th 2024
Organization of an exhibition/ publication	April 18th 2024

4.5 Competition Base Material

Figures and Drawings

All the necessary graphic documentation needed by the Applicants to work on the project will be available for download at the competition's site and also on a shared Google Drive folder.

List of Documents uploaded in GDrive Folder:

- A copy of the Terms of Reference
- Documents for the Competition Site:
 - Site plan (as Autocad editable file format dwg); satellite images; orthophoto; photos (site and specific object photos); GIS information; general local plan specifications; existing buildings plan

Competition website:

Albanian

[LINK](#)

English

[LINK](#)

Link to the Google Drive folder

[LINK](#)

5 List of Annexes

ANNEX 1: List of accompanying materials (gdrive)

- Site Plans
- Site Photography
- Orthophotography
- Satellite Images
- GIS and Land Use Specifications (as outlined within the General Local Plan)

ANNEX 2: Design Considerations for the Exhibition and Event Spaces

The contents of this appendix are not mandatory, but may serve as a reference for participating studios

Minimum Design Considerations

- Clearly plan, diagram, and outline designated service entrances, lifts, and loading docks for the transportation of staff and materials;
- Ensure that the design incorporates an effective spatial solution to the unloading and loading of transport vehicles through the provision of loading docks allowing for the timely, safe, and non-disruptive transfer of materials
- Provide sufficient guest facilities, such that the presence and activity of guests do not disrupt and are not disrupted by key logistical and technical support in the usage of the spaces. This may require

the provisioning of separate spaces for organizers and sub-contractors, distinct from guests and the general public

- Ensure that all interior spaces in the venue are non-smoking and that areas, where smoking is permitted, are clearly marked through sufficient signage for all guests, visitors, staff, and contractors
- Provide various spaces befitting a wide range of intended and anticipated functions and occupancy levels. These may include:
 - Spaces within the design should be flexible enough to accommodate fairs, expos, trade shows, concerts, events, conferences, etc.,
 - Halls should be contiguous to allow the booking of multiple spaces for a single event, yet flexible enough to allow for internal separation within a single hall, if required

Circulation in the Exhibition and Event Spaces

- All internal aiseways are to be a minimum of 3 meters wide.
- Emergency exits must not be obstructed. A clearance of at least three (3) meters must be allowed.
- Any emergency exit obscured from

view will be compensated by additional signage.

- Outline a suggested circulation path for the usage of the spaces by different actors:
 - Clients
 - Public
 - Representatives
 - Contractors and subcontractors
- Ensuring services do not cross aisles, block exits, interfere with the operation of emergency exits, or generally compromise the health and safety of attendees, staff, and the general public.

Emergency Lighting

- The illumination provided by normal lighting and emergency lighting should be sufficient to enable anyone to see their way out of stands, seminar rooms, and theaters at all times.
- Horizontal luminance at floor level provided from either source along the center line of defined escape routes should not be less than 0.2 lux and preferably 1 lux. (ExCel London)

Waste Management

- Ensure adequate on-site waste management infrastructures for a variety of anticipated waste streams (including but not limited to plastics, organics, and commercial waste)
- including designated areas and circulation routes for safe, efficient, and non-disruptive collection, transfer, and/or disposal of waste

Organization and Signage

- Provide adequate instruction for the usage of the spaces to ensure that employees and clients can effectively and safely use the spaces provided by the design
- Outline evacuation, health, and safety procedures in the circulation plans for each of the discrete spaces included within the total design
- (alongside technical drawings and specifications necessary for realizing the design), provide schematics for event organizers and planners, detailing all necessary information for non-disruptive and safe organization (build-

up, operation, and breakdown) of event booths, exhibits, and displays

Custom-made Equipment included in the design should be sufficiently specified and documented, outlining minimum levels of certification for their effective, safe, and non-disruptive usage

Fire Evacuation and Safety System

- The proposed design should have an automatic Fire Safety Evacuation System, linked to a PA Sound System.
- Fire hoses and fire alarm switches must remain visible and accessible at all times.
- Self-contained smoke detectors must be provided in any room with a solid ceiling where the travel distance is 10 meters or greater.
- A safety plan should be provided identifying potential hazards and how hazards will be managed.

Exhibition Manual/Standards

In addition to the design specifications, the winning proposal (upon being awarded the contract) must also prepare the draft for an

exhibition manual, detailing the necessary technical information and know-how to communicate and ensure the procedures and protocols for the proper usage of the spaces by both staff and event organizers, as conceived in the vision of the winning design team. This manual may include but is not limited to the following information:

- inventory of designated spaces, capacities, and suggested programs for each space
- Technical requirements including rigging schedules
- Security details/requirements
- Cleaning details/requirements
- Any furniture or equipment specifications that require unique maintenance or usage
- Signage plans
- Circulation schemes for event organizers
- Communication, power, water, and air conditioning specifications
- Exhibitor services on hand
- Rules for the modification of floor plans if there are design limitations

Note that design teams may also reference various pertinent ISO standards to ensure compliance with service standards of the highest order. These may include:

- ISO 20121 Event Sustainability Management Systems
- ISO 50001 Energy Management Systems
- ISO 22000 Food Safety Management Systems
- ISO 22301 Business Continuity Management Systems