



Multi-level structural support
for improving energy efficiency
in buildings in Kosovo and Albania

Call for tenders for a subcontract in the RenovAid project on realising a Stakeholder Consultations in Albania on the most prevalent issues & barriers in the buildings sectors

“Multi-level structural support for improving energy efficiency in buildings in Kosovo and Albania”, RenovAID project addresses the issue of inadequate progress in improving the energy efficiency of buildings in Kosovo & Albania by providing multi-level structural support. The underlying rationale behind RenovAID is the importance of energy efficiency in energy transitions, as it simultaneously helps affordability, supply security, and climate action.

As both countries lack adequate policy frameworks, RenovAID aims to provide holistic support for this aspect of the energy transition, and its most prominent objective is to facilitate the emergence of sound energy efficiency policy and impactful measures – including a well-designed Energy Performance Certificate Framework and one-stop shops for home renovation. RenovAID will also give particular attention to the issue of energy poverty – especially prevalent in Kosovo & Albania compared to other European countries – to enable the formation of support measures for vulnerable groups.

The RenovAID project is based on a multi-level approach - it rests on three pillars that together constitute a well-designed policy:

Output 1: Increased capabilities of local and national governments in Kosovo & Albania to design renovation strategies and related policies aimed at 1) improving the energy efficiency of buildings and 2) ameliorating energy poverty. It is intended for Kosovo & Albania to better align with EU policy and better understand how to address the issue of energy efficiency through policymaking.

Output 2: Increased competences of local and national governments in Kosovo & Albania in 1) designing and enforcing a system of Energy Performance Certificates and 2) disseminating knowledge about EPCs to businesses and citizens. It is intended for Kosovan & Albanian EPC frameworks to better align with the EU one.

Output 3: Facilitate and streamline the renovation of residential buildings in target locations through the creation of one-stop shops through sharing of good practices and experiences based on the partially Energiaklub-led Renopont one-stop-shop network in Hungary and other European practices. The knowledge will be shared via 1) a Guidebook 2) and online training series 3) a 2-day study trip 3) and the main outcomes of the project will be shared in an international conference.

I Tender

The service is provided to Milieukontakt, as part of the RenovAid project.

We are looking for an entity or a consortium of experts to provide the service. Partial offers are not allowed. The project budget in the submitted offers for the tendered services shall not exceed €2,700.00.

Payment will be made upon the completion of the service, as certified by the Executive Director, and the receipt of a correct invoice/request for payment.

The tender procedure shall be conducted in English.

Bids will be accepted until 1.06.2024.

II Description of services

Tasks:

1. Perform a Stakeholder Consultation:
 - Focus Group Discussion:
 - Conduct one focus group discussion with at least 10 participants representing public entities (local and central level). This discussion will gather qualitative insights into the most prevalent issues and barriers, as well as the possible solutions, in the building sector from key stakeholders' perspectives.
 - Survey:
 - Implement a survey targeting stakeholders such as construction businesses, building administrators, experts, and NGOs. A sample of 35 respondents will be used to gain cross-sector insights.
2. Analyse and Synthesize Information:
 - Report Preparation:
 - Analyse and synthesize the information gathered from the surveys and focus group discussion. Develop a comprehensive report that elaborates on the findings, making recommendations for improving policy frameworks and creating a long-term renovation roadmap for Tirana.
 - Cooperate with MIA including WiseEuropa, in the process, especially with regard to the report outline and logic.
3. Use of Visuals:
 - Visual Aids:
 - Incorporate visuals such as photographs, infographics, and graphs to illustrate empirical evidence and support the conclusions drawn in the report.
4. Presentation of Findings:
 - National Event:
 - Present the study and its findings at a national event to disseminate the results and engage with a broader audience.

Deliverable(s):

- Produce a detailed report on the most prevalent issues and barriers in the building sectors of Albania. The report should synthesize the findings from the stakeholder consultations and include recommendations for policy improvements.

Expected Content

Report will provide knowledge about the most prevalent issues and barriers in the building sector in Albania from key stakeholders' perspectives. Report will be a team effort based on (i) survey answers from stakeholders, such as ministries, energy stakeholders such as energy efficiency agencies, the Municipality of Tirana, NGOs, and businesses in fields related to the energy efficiency of buildings; (ii) Focus groups will be an opportunity for the aforementioned stakeholders to gain cross-sector insights (i.e., they will transfer knowledge across the public, private, and non-governmental sectors).

Process of consultation will start with preparing a questionnaire for the target group. Survey will be realized with construction businesses, building administrators, experts and NGOs in fields related to the energy efficiency of buildings. Survey will be on a limited number up to 35 persons and based on opportunities and obstacles.

- General questions (gender, age, education, occupation, employment)
- Specific questions of:
 - actual challenges/barriers on renovation and Energy Efficiency; in different levels: structural, financial, environmental, technical, regulatory etc.
 - the role of stakeholders during the renovation process, (quality assurance; funding; the prominence of energy renovation)
- Suggestions on measures and incentives of certain measures that would be beneficial for effective renovation era.

The focus group discussion will concentrate on qualitative aspects of energy efficiency in the building sector. Initially, the focus group, consisting of 10 participants, must be defined, along with the questions to be discussed. The consultant must obtain GDPR consent from all focus group participants beforehand. The main variables to be examined include: (i) renovation type (energy and non-energy renovations), (ii) energy renovation depths, and (iii) sector (residential and non-residential). The structure of the focus group will be based on these variables.

Engagement Questions

1. To what extent do you think your government (local or national) asks citizens for their opinion regarding adopting measures in the field of energy efficiency?
 - In your opinion, to what extent are citizens involved in decisions concerning the field of renovation and energy efficiency?
 - Have you personally ever been involved in some decisions / changes in decisions / in public debates concerning the field of renovation and energy efficiency?
2. How would you like to be involved in decision-making in the field of renovation and energy efficiency?
 - How do you think the involvement of citizens could contribute to decision-making regarding renovation fund?
3. To what extent do you think your decision makers clearly communicate messages about renovation?

Exploration Questions for both levels (Local and national)

- In your opinion, how much work is being done on the renovation?
- In your opinion, how much is being done to introduce energy efficiency measures?
- In your opinion, what has been done so far to achieve or encourage the renovation and energy efficiency measures?
- What, in your opinion, is the biggest shortcoming, ie an obstacle to the introduction of renovation and energy efficiency measures in your country (structural, financial, environmental, technical, regulatory)?
- What do you think should be the solution to the identified problems?
- What should be the investment priorities?

- Are the private sector (NGOs and businesses), who perform the renovation works up to the challenge (for instance whether they are sufficiently engaged and capable of advising on/conducting renovation, whether they have enough know-how and manpower).

Exit Questions

- Do you want to point out something else related to the issue?
- Do you want to tell us something else about your experiences in communicating with local or national decision makers (mayors, ministers, etc.)?

The report will be prepared in English and will give an overview on the situation, knowledge level and involvement of the target group and their relation with decision making structures and which are problems and respective solutions. The purpose is to gather enough specific data to be able to prepare the „long term renovation road map for Tirana”.

A period of maximum 15 working days between the 5-20th of June 2024 in Tirana, Albania is expected to be required.

The contractor Milieukontakt will ensure the provision of the **Deliverable** as described above. The contractor will ensure that regular communication is kept with the expert, as necessary to ensure clarity on the progress of the assignment within the deadlines stated.

Qualification Expert Profiles:

1. Analyse Expert (maximum 5 working days)

Qualifications and skills (Minimum requirements)

- An advanced degree in energy, law, economics, business or other fields related to the tasks and objective of the report;

General professional experience (Minimum requirements)

- General professional experience of three (3) years in the sector of energy or climate change.

Specific professional experience (Minimum requirements)

- Experience of at least three years in delivering consultancy projects in energy, or climate matters;
- Good knowledge and experience on evaluations process, legislation, strategies, standards;
- Proven critical and analytical skills;
- Experience in writing clear and concise reports and other deliverables;
- Excellent communication skills in English (both written and verbal), good report writing skills.

2. Quantitative and Qualitative data Analyse (maximum 5 working days)

Qualifications and skills (Minimum requirements)

- Degree in energy, environment or engineering.

General professional experience (Minimum requirements)

- General professional experience of two (2) years in the sector of energy or climate change.

Specific professional experience (Minimum requirements)

- Experience of at least two years in delivering consultancy projects in energy, or climate matters;
- Experience with previous focus group discussions is obligatory;
- Ability to engage with different stakeholders;
- Excellent attention to detail.

3. Surveys (maximum 5 working days)

Qualifications and skills (Minimum requirements)

- Degree in communications, economy, social science or similar.

General professional experience (Minimum requirements)

- General professional experience of two (2) years in the sector of social science.

Specific professional experience (Minimum requirements)

- Experience in designing and implementing surveys aimed at different stakeholders
- Knowledge in environmental sciences, and community outreach, with the ability to engage effectively with various stakeholders and contribute to the report.
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Evidence should be provided in the form of competence profiles of all persons involved, including CVs and references.

III Content of the offer

Expressions of interest should include the following documents in English:

- The applicant’s curriculum vitae highlighting experience relevant to undertaking the tasks described in these Terms of Reference; References from previous projects and or link to publications;
- A two-pager A4 describing: (i) your opinion on the key issues related to the achievement of the contract objectives and expected results; (ii) an outline of the approach proposed for a successful execution of the contract activities.
- A completed budget estimate form. The total budget shall not exceed €2,700.00 (annex to tender);

IV Award criteria

The consultancy will be awarded to the highest qualified bidder. Applications are evaluated based on the following criteria:

1. Understanding of the project and knowledge multi-level structural support for improving energy efficiency in buildings.	<i>20 points</i>
2. Professional capacities: the strength of CVs, past reports, reference list of experience in similar or related projects	<i>40 points</i>
3. Gross Price	<i>40 points</i>

V Submission of tenders

Expressions of interest must be sent by e-mail to office@milieukontakt.org by 1.06.2024.

Supported by:



on the basis of a decision
by the German Bundestag

