NOTICE

ON OPEN TENDER

This text of the notice is approved by decision of the Open Tender Commission "2" of "27" "02" 2026 and is published pursuant to Article 27 of the Law of the Republic of Armenia "On procurement"

Code of the open tender EQ-BMKHTSDZB-26/37

The contracting authority Yerevan municipality, located at the following address: 1 Argishti Str, Yerevan, RA, gives notice for an open tender which shall be carried out in one stage, through Armeps (website www.armeps.am) system of electronic procurement.

The participant selected as a result of this procedure will be invited, in accordance with the established procedure, to sign an agreement on the provision of consulting services for the development of the concept of the investment program of the International Tennis Academy in Yerevan and the tender documentation (hereinafter referred to as the agreement).

Pursuant to Article 7 of the Law of the Republic of Armenia "On procurement", any person, irrespective of the fact of being a foreign natural person, an organisation or a stateless person, shall have equal right to participate in this tender.

The qualification criteria for the persons ineligible to participate in the tender, as well as for bidders, and the documents to be submitted for evaluation of those criteria shall be established by the invitation for this procedure.

The selected bidder shall be determined from among the bidders having submitted bids evaluated as satisfying the requirements of the invitation, by the principle of giving preference to the bidder having submitted the lowest price proposal.

In case of a request to provide the invitation electronically, the contracting authority shall ensure the free of charge provision of the invitation electronically within the working day following the date of receipt of the application.

Failure to receive the invitation shall not limit the bidder's right to participate in this procedure.

The bids for the tender must be submitted electronically, through Armeps (www.armeps.am) system of electronic procurement, by 11:00 am 03.04.2026. The bids may, in addition to Armenian, also be submitted in English or Russian.

The bid opening will take place electronically, through Armeps system of electronic procurement, at 11:00 am 03.04.2026.

For receiving additional information concerning this notice, you may apply to G. Muradyan Secretary of the Evaluation Commission

Telephone 011514373

E-mail gor.muradyan@yerevan.am

Contracting authority Yerevan municipality

**TECHNICAL SPECIFICATION-PROCUREMENT SCHEDULE**

Procurement of consulting services for the development of the concept of the investment program of the International Tennis Academy in Yerevan, and the relevant bidding documentation

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **N**  **п/п** | **The intermediate code envisaged by the procurement plan as per the CPV**  **classifier** | **Technical specifications** | **Unit of measurement** | **Total price** | **Total quantity** | **Completion** | |
| **Address** | **Deadline** |
| 1 | 71311180/501 | 1. **General Description**   Within the framework of the five-year development program of the city of Yerevan, the municipality gives priority to the development of modern sports infrastructure, the popularization of sports and a healthy lifestyle, the expansion of opportunities for amateur and professional sports for youth and children, as well as the issue of the most favorable standing of Yerevan on the international sports map (arena).  In this regard, the Mayor's Office of Yerevan plans to develop and ensure the implementation of an investment program for the establishment and management of an International Tennis Academy in Yerevan.  The Mayor's Office of Yerevan plans to implement an investment program based on the model of attracting private partners, within the framework of Public-Private Partnership.  In this context, the Mayor's Office of Yerevan plans to involve a qualified advisory company within the framework of this bidding procedure in order to develop a concept and a bidding package for the Investment Program for the implementation  To organize the competitive process for the implementation of the Investment Program, it is necessary, being guided by advanced international standards and criteria applicable to the International Tennis Academy, to clearly define the concept of the Investment Program, analyze the degree of market interest, assess and propose the best model for the establishment and management of the academy, including the volume and conditions of benefits and services provided to the municipality by a private partner.  As a result of the implementation of this Investment Program, the Mayor's Office also intends to provide the maximum possible public value. The latter may include free or subsidized tuition for a certain number of students per year, guaranteed access to municipal schools, packages for the Mayor's Office (under certain conditions), development programs for national teams, and accessibility of infrastructure for urban or national events.  It is assumed that within the framework of the Investment Program, the key component of the partnership will be the joint organization of an International Tennis tournament held periodically in Yerevan, ensuring cooperation with reputable and well-known athletes and coaches, etc.  In addition, it is planned to develop a complete bidding package for the implementation of the Investment Program, including a description of the procurement item based on the program concept, requirements for Participants, assessment criteria, a model contract form, etc.   1. **Orienting and Guiding Conditions**   The International Tennis Academy in Yerevan is planned to be established in the Kanaker-Zeitoun administrative district, in the territory of about 8,000-10,000 square meters adjacent to the Akhtanak (Victory) Park. It is envisaged that the Yerevan Municipality will retain ownership of the land plot. A prerequisite for the Investment Program is to ensure accessibility and reachability.   1. **Purpose of the Terms of Reference**   The purpose of these terms of reference is to develop the concept of an Investment Program and a bidding package for the establishment of the International Tennis Academy in Yerevan, in particular:  - development of an investment-attractive business case of the International Tennis Academy in Yerevan,  - development of a public-private partnership model and/or a concession model,  - development of measurable service obligations for the private partner in terms of community benefits,  - development of a competitive and transparent bidding procedure for the Investment Program,  - development of a complete bidding package to attract and select a private investor, and  - development of the presentation of the investment program concept, materials for investment pitching, and information memoranda for proactive consultations with the market.   1. **Scope of Work**   The consultant should carry out the following works:  2.1. Conceptual description of the Program and summary analysis of international practice, including:  - the context of the program, the characteristics of the land plot, spatial planning criteria, and goals and expectations of the municipality;  - description of the functional operating program of the academy, including courts, open/closed sections, training areas, spectator areas, bleachers, auxiliary areas (for example, café, store, briefing and conference room), etc.  - identification and provision of a concise description of international standards and best practices of tennis academies; and  - building an approximate infrastructural, operational, and investment model of the academy.  2.2․ Investment Program and Feasibility Study , including:  - development of alternative investment models and Program implementation (for example, design-construction-management or others);  - assessment of total capital investment (CAPEX) and current costs and expenses (OPEX);  - assessment of potential revenue flows (training, membership, tournaments, sponsorship, events, support services, etc.);  - development of a preliminary (initial) financial model and assessment of commercial/business viability;  - performing sensitivity analysis based on basic assumptions (demand, pricing, costs, management conditions); and  - assessment of the potential of investment/commercial attractiveness from the point of view of a private investor.  2.3. Description of the benefits of the municipality and the framework conditions of services, including:  - development of a list of possible benefits and services for the municipality with appropriate conditions;  - determining the availability of free school hours for school-age children among the advantages offered to the municipality; and  - development of a framework for clear, measurable monitoring of the fulfillment of contractual obligations, reporting, and contract management within the framework of a service contract or other institutional contractual instrument concluded with a private investor.  2.4. The package of bidding documents, including:   * two-stage tender procedure; * qualifications and eligibility requirements * requirements for the structure and content of investment proposals, including at least the following elements:   + technical concept;   + operational and management model;   + financial offer; and   + offering municipal and support services. * methodology for assessing the tender, including the criteria and procedure for assessment and selection.   2.5․ Bidding documents and scope (framework) of the contract   * The full bidding package for the implementation of the Investment Program, including:   + terms of reference;   + the procedure and schedule of the tender;   + requirements for submitting proposals; and   + assessment criteria and methodology. * the basic principles and terms of the Contract, including:   + distribution (allocation) of risks;   + performance indicators;   + incentives, penalties, and fines;   + The terms of the Contract and the principles of its expiration (termination)  1. **Expected Results**    * *Inception Report*   Submission of a work plan and schedule, as well as a list of necessary initial data, within 1 week after the conclusion of the Contract.   * + *Investment concept and preliminary feasibility study*   Presentation of the investment business case concept, including the structural scope of the program, a summary of applicable international standards and criteria, a preliminary comparative analysis of possible implementation and management models, as well as an assessment of the economic feasibility of the program, within 3 weeks after the conclusion of the Contract.   * + *Draft package of Bidding Documents*   Submission of the draft Terms of Reference, the draft bidding procedure, and the draft key substantive requirements for tenders, within 4 weeks after the conclusion of the Contract.   * + *Collecting and finalizing comments*   The collection and revision of comments and proposals on the competitive project, within 5 weeks after the conclusion of the Contract.   * + *Presentation of the final package*   Submission of the final package of the investment competition, within 6 weeks after the conclusion of the contract.   1. **Additional Provisions**   If necessary, the Customer provides assistance to the Consultant in the process of obtaining from state and/or municipal authorities the information that is not available in open sources and is necessary for the performance of these terms of reference. If necessary, the Consultant is required to provide a list of requested information as part of the Inception Report.  The Customer does not guarantee that the requested information will be provided in full or in the expected volume.  All materials submitted within the framework of these terms of reference are provided to the Customer in Armenian.  At the same time, the package of bidding documents, the presentation of the investment program, materials for investment pitching, and information memoranda are presented in three languages, Armenian, English, and Russian.  The work will be considered accepted by the Customer when all the documents envisaged by the Results section of the Terms of Reference have been submitted and approved by the Customer.  All property and intellectual property rights to all documents and materials developed by the Consultant within the framework of these Terms of Reference belong to the Customer and may not be used or transferred to third parties without the written consent of the latter.  All reports and statements drawn up by the Consultant based on information received as part of the provision of these services cannot be reassigned to third parties without the written consent of the Customer. | drams | 1 |  | 1/3 P. Buzand Str., Yerevan, 0010 | Within 45 days from the date of entry into force of the Contract (Agreement), within the procedure established by law. |

2.1 Persons not eligible to participate in this procedure:

1) those who, as of the date of filing the tender, have been declared bankrupt in court;

2) those who (or whose representatives of executive bodies), during the five years preceding the date of filing the Tender, were convicted of crimes related to the financing of terrorism, the exploitation of children or trafficking of people, the creation of criminal organizations or participation in them, receiving bribes, giving bribes or mediation in bribery, as well as for crimes aimed against economic activity provided for by law, except in cases when a criminal record has been expunged or withdrawn within the procedure established by law;

3) those in whose respect any administrative act establishing responsibility for an anticompetitive agreement in the field of procurement, abuse of a dominant position, or unfair competition became indisputable during the three years preceding the date of filing the tender, and, in the case of appeal, was left unchanged;

4) those who, as of the date of filing the tender, are included in the lists of Participants not eligible to participate in the procurement process published in accordance with the procurement laws of the member states of the Eurasian Economic Union; and

5) those who, as of the date of filing the tender, are included in the list of Participants who are not eligible to participate in the procurement process.

At the same time, if the Participant was included in the lists provided for in sub-clauses 4 and 5 of this clause after the date of filing the tender, then his/her tender is not subject to rejection.

A Participant is included in the list of Participants who are not eligible to participate in the procurement process (hereinafter also referred to as the "List") if:

* he/she violated the obligation stipulated in the Contract or accepted as part of the procurement process, which led to the unilateral termination of the Contract by the customer or the cessation of the further participation of this Participant in the procurement process, and the Participant did not pay the amount of the Tender, Contract, and/or qualification selection within the deadlines set by the Invitation and/or the Contract.
* in the status of a selected Participant, he/she waived the right to conclude a contract or was deprived of this right.

2.2 In order to assess the right to participate, the Participant must submit a written declaration approved by him/her as part of the Tender, envisaged by the relevant clause of the Invitation. No other documents or justifications (other than the declaration envisaged by this paragraph) may be required from the Participant, including the selected Participant, to assess the right to participate. The authenticity of the Participant's declaration is assessed by the Evaluation Commission (hereinafter referred to as the "Commission") under the conditions established by this Invitation.

2.3 The inclusion of a Participant in the List envisaged by Clause 6 of Part 1 of Article 6 of the Law automatically leads to a restriction for the period of the latter's stay in the specified list of the right to participate in the procurement of persons associated (affiliated) with such Participant. The simultaneous participation in this procedure (for the same lot) of affiliated persons established by this clause and/or organizations founded by the same person(s) or having more than fifty percent of the share(s) owned by the same person(s) is prohibited, except in cases of participation organizations founded by the state or communities and/or in the case of participation in the procurement process through joint venture (formation of a consortium).

Within the meaning of Clause 119 of the Regulations:

1) Individuals are considered related (affiliated) if they are members of the same family or run a common household, or engage in joint business activities, or act in concert based on common economic interests.

2) Individuals and legal entities are considered affiliated if they act in concert based on common economic interests, or if the relevant individual or a member of his/her family is:

a. a member who owns/disposes of more than ten percent of the shares of such legal entity;

b. a person who has the opportunity to pre-determine the decisions of a legal entity in any other way not prohibited by the legislation of the Republic of Armenia;

c. Chairman of the Board, Deputy Chairman of the Board, member of the Board, Executive Director, his/her Deputy, Chairman or member of the collegial body performing the functions of the executive body of such legal entity;

d. an employee of a legal entity who works under the direct supervision of the Executive Director or has any significant influence on decision-making by the management bodies of the legal entity.

3) Participants who do not have the status of an individual are considered affiliated if:

a. such person owns ten percent or more of the voting shares (stakes, units, hereinafter referred to as the "shares") of another person with voting rights, or by virtue of his/her participation or in accordance with an agreement concluded between these persons, has the opportunity to determine the decisions of another person;

b. a member (shareholder) and/or members (shareholders) who own more than ten percent of the voting shares of one of them or who have the opportunity to determine its decisions in another way not prohibited by law, and/or their family members (if the participant is an individual), have the right to directly or indirectly own (including based on purchase and sale agreements, trust management, joint venture, orders, or other transactions) with more than ten percent of the voting shares of another person or have the opportunity to pre-determine the decisions of the latter in another way not prohibited by the legislation of the Republic of Armenia;

c. any person from any governing body of one of them or another person performing such duties, as well as any of their family members, is at the same time a member of any governing body of another person or is another person performing such duties.

d. they have acted or are acting in concert based on common economic interests.

Within the meaning of this clause, family members are considered to be the father, mother, spouse, parents of the spouse, grandmother, grandfather, sister, brother, children, and spouse and children of the sister or brother.

**The selected participant is determined in accordance with Part 2 of Article 44 of the Law "On Procurement" according to the principle of selecting the participant who received, within the procedure determined by the Invitation, the highest value from the sum of coefficients assigned to the proposed price and non-financial conditions established by the Invitation.**

2.4 The Participant must have the binding obligations stipulated in the concluded contract:

1) Professional (Special) Experience:

2) Work Resources.

The Participant's Tender will be assessed according to the following indicators and within the following procedure:

**The maximum assessment threshold for a Participant is set at 100 points:**

|  |  |
| --- | --- |
| **Criteria for assessing the Participant's Tender** | **Assessment ratios** |
| **TERMS OF REFERENCE (ToR = ToR1 + ToR2)**  **/Professional Experience (ToR1) and Work Resources (ToR2)/** | **70%** |
| **PRICING (FINANCIAL) OFFER (PO)** | **30%** |

2.4.1 Requirements for the Participant:

1) The qualification criterion "Professional Experience" is established and assessed within the following procedure:

|  |  |  |  |
| --- | --- | --- | --- |
| **N** | **Experience requirements** | **Required documents and conditions attached to them** | **Analogies** |
| 1 | The Participant must: have at least 3 (three) duly implemented (executed) similar contracts during the year of tender submission and the 10 (ten) years preceding it. A previously executed contract (or contracts) is being evaluated (evaluated) as similar, if the volume (or the total volume) of work performed within its (their) framework in monetary terms is at **least the procurement price**, and related to the facilities established by sub-clauses 4 and 5 of Clause 26 of Appendix No. 1 to the Decision of the Government of the Republic of Armenia No. 596-Ն dated 19 March 2015 "On the Approval of the Procedure for Granting Permits and Other Documents for Building Purposes in the Republic of Armenia and Invalidation of a Number of Decisions of the Government of the Republic of Armenia," i.e. residential, public, and industrial buildings. | Copies of a previously executed Contract (agreements), copies of certificates approved by the parties to the Contract and confirming the completion of work within the time limits set by the Contract (delivery and acceptance certificate, etc.), or a written confirmation from the party that accepted the execution of such Contract. | Previously executed Contracts for the provision of consulting services for the feasibility study (FS). |

2) The qualification criterion "Work Resources" is established and assessed as follows:

a) The staff should include specialists specializing in the field of high or highest risk facilities, with appropriate qualifications and work experience, in the following staff:

1. **Group Leader**

**Role:** responsible for the implementation of the program as a whole, for quality assurance, and for aspects of coordination with the Customer.

**Minimum requirements:** higher education (Master's degree or equivalent) in economics, finance, engineering, social policy, urban planning, law, or similar disciplines at an accredited university; an internationally recognized certificate in project management will be considered an advantage; minimum 7 years of professional experience in infrastructure project management, public-private partnership, concession projects, or investment advisory projects, of which at least 3 years of experience as a group leader or deputy group leader.

1. **Sports Management Specialist**

**Role:** responsible for the formation of sports infrastructure and content, the development of an operational model, international standards, and regulations.

**Minimum requirements:** higher education in sports management, physical education, engineering, or equivalent disciplines; at least 5 years of professional experience in sports infrastructure or sports management; experience in sports complex programs (tennis clubs, sports complexes, or similar); knowledge of international sports standards and operational management requirements; experience in the management of sports complexes, their development or work in a sports federation will be considered an advantage.

1. **Engineer (Architect)**

**Role:** functional description of the program, spatial planning, development of standards and regulations, as well as other functions in accordance with the requirements of the terms of reference.

**Minimum requirements:** higher education in architecture or urban planning; at least 5 years of professional experience; experience in planning or conceptual design of public buildings and sports complexes; experience in spatial planning based on functional requirements; experience in planning major and complex infrastructures of higher complexity will be considered an advantage.

1. **An expert in the financial and economic sphere**

**Role:** financial modeling, feasibility study, investment viability assessment, sensitivity analysis, and other analytical work.

**Minimum requirements:** higher education (Master's degree or equivalent) in finance, economics, accounting, or similar disciplines; at least 7 years of professional experience in financial analysis or assessment of investment programs, as well as conducting feasibility studies.

1. **Lawyer/PPP Expert**

**Role:** legal registration/legal formation of the investment program, construction of a procurement model, development of a contractual framework, development of a risk allocation model, and full elaboration of other legal issues related to the terms of reference.

**Minimum requirements:** higher education, Master's degree in law, at least 7 years of professional experience, experience in structuring PPP contracts, concession and long-term investment agreements, experience advising on investment tenders and biddings within the framework of programs implemented in the public sector, excellent knowledge of national legislation regulating public procurement, investment, and urban planning; experience working in international projects will be considered an advantage.

**At least one of the specialists included in the staff submits in the Tender the relevant licenses and certificates in accordance with the Law of the Republic of Armenia "On Architectural Activity" dated 06 December 2017 and the Decision of the Government of the Republic of Armenia No. 2106-Ն dated 30 November 2023, as well as other documents confirming the relevant qualifications required in this field.**

Table 1

Minimum number of specialists per project (lot)

|  |  |  |
| --- | --- | --- |
| N | Specialist | Quantity |
| 1 | Group Leader | 1 |
| 2 | Sports Management Specialist | 1 |
| 3 | Engineer (Architect) | 1 |
| 4 | An expert in the financial and economic sphere | 1 |
| 5 | Lawyer/PPP Expert | 1 |

b) as a document substantiating the qualification criterion, the Participant submits data on the personnel proposed for the execution of the Contract in the following form:

|  |  |  |  |
| --- | --- | --- | --- |
| Specialists included in the core staff | | | |
| Last name, first name | Qualification | Work experience | |
| Period | Field of activity and work performed |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |

At the same time, to substantiate the availability of work resources, the Participant submits approved written Consents of the specialist(s) included in the proposed staff on their involvement in the services provided **(with a clear indication in the submitted Agreements of the employee's participation in this lot)**, as well as copies of the passports of specialists and documents confirming their qualifications, a Certificate issued by the Committee on Urban Planning of the Republic of Armenia, and other supporting documents.

The Participant's qualification according to this criterion is assessed as satisfactory if the latter fully meets the conditions and requirements provided for in this sub-clause.

**The participants' compliance with the qualification criteria is assessed as follows:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Qualification criteria** | **Assessment points** | **Requirements set for assessment** |
| 1 | Professional experience (ToR1) | 20-40 | The minimum assessment threshold is set at 20 points. A minimum score is awarded if two packages of contractual documentation that meet the "Experience Requirements" set out in Clause 2.4.1. are submitted. Each additionally submitted contract package of a similar type will receive 10 additional points. The maximum score cannot exceed 40 points.  **Only fully executed (completed) contracts will be considered.** |
| 2 | Working Resources (ToR2) | 20-30 | The minimum assessment threshold is set at 20 points. The minimum score is awarded if the specialists included in the main staff (represented by the results of the assessment of work resources) meet the minimum requirements set by the Invitation. 1 additional point is awarded for each additionally represented specialist. The maximum score cannot exceed 30 points. |

The tenders of the participants are assessed as follows:

a. The financial offer of the Participant who submitted the minimum pricing offer is assessed at one hundred points, and the points assigned to the financial offers of other Participants are calculated according to the following formula:

PS = MP X 100/PP,

where:

PS is the score assigned to the pricing offer,

MP is the minimum price, and

PP is the price offered by the Participant being assessed.

b. The score given to each Participant assessed as one that meets the requirements is calculated using the following formula:

SP = (SP X 0.3) + (TP X 0.7),

where:

SP is the score assigned to the Participant,

PS is the score assigned to the pricing offer of the Participant, and

TP is the score assigned to the Participant's technical proposal: ToF = ToF1 + ToF2

The selected Participant is the Participant whose score (SP) is the highest.

**The Participant's non-compliance with the minimum non-price (non-financial) conditions is the grounds for rejecting the Tender, and this circumstance will be considered a violation of the obligation assumed under the purchase procedure.**

2.5 The contract concluded under this procedure may be executed by concluding a Subcontracting Agreement. A participant who has submitted a Tender for participation in this procedure (for the same lot) cannot be a party to the Subcontracting Agreement.

2.6 Participants may also participate in this procedure as a joint venture (consortium). In the specified case:

1) none of the Parties to the Joint Activity Agreement can submit a separate Tender for participation in the same procedure (for the same lot). In the case of non-compliance with the requirements of this clause, both tenders submitted as a joint venture and tenders submitted individually are rejected at the tender opening meeting.

2) Participants bear several and joint proportional responsibility. At the same time, if a consortium member withdraws from its membership, the Contract concluded by the Customer with the consortium is terminated unilaterally, and the liability measures envisaged by the Contract are applied to the consortium members.

If the Participant is recognized as a selected Participant, within the time period established by Article 35 of the Law, he/she submits a Contract security in the amount of **10% of the procurement price** within the procedure determined by the Invitation. [[1]](#footnote-1)

of the Law, in accordance with the procedure set forth in the Invitation, equal **to 10% of the contract price[[2]](#footnote-2).**

1. ***The amount of the contract security is determined by the responsible division. The specified amount may not be less than ten percent of the procurement price.*** [↑](#footnote-ref-1)
2. ***The amount of contract performance security shall be determined by the responsible unit. It may not be less than ten percent of the contract price.*** [↑](#footnote-ref-2)