

Introduction

In 2022, the International Coordination Council of UNESCO's "Man and Biosphere" (MAB) Program included the Three Alazani Biosphere Reserve in the World Network of Biosphere Reserves. This is a significant achievement for Georgia, as the main goal of the reserve is to protect natural ecosystems, biodiversity, and cultural heritage in the Kakheti region, as well as to promote sustainable development of the local population.

The Regional Environmental Center for the Caucasus (REC Caucasus), with financial support from the German government and technical support from GIZ, is implementing the project: "Biosphere Reserves as Model Regions for Sustainable Development - Capacity Building for Coordinated and Effective Management of the Three Alazani Biosphere Reserve in Georgia."

The project includes the creation of an information center for the Three Alazani Biosphere Reserve.

The Three Alazani Biosphere Reserve Information Center serves to provide visitors with information about the biosphere reserve and to use it as a space for small educational events, exhibitions, and meetings. The information center should be visually attractive and functional, which will facilitate visitor information and the implementation of the center's main objectives.

Detailed information about the Three Alazani Biosphere Reserve can be found in **Annex 2**.

Service Objective

The contractor must prepare an interior design concept and detailed project that ensures optimal and functional arrangement of the Three Alazani Biosphere Reserve Information Center space. The purpose of the procurement is to create an information center design that informs visitors about the Three Alazani Biosphere Reserve.

Information Center Concept

The Three Alazani Biosphere Reserve Information Center serves to provide visitors with information about the ecological, natural, and cultural significance of the biosphere reserve.

The space should provide information on the following topics:

- Goals of the Three Alazani Biosphere Reserve (BR);
- BR zoning;
- Material and intangible cultural values of the BR;
- Examples of sustainable use of natural resources, efficient and ecologically safe economic activities;
- Characteristics of landscapes, ecosystems, and biodiversity;
- Biosphere Reserve and educational activities;
- Promotion of sustainable tourism development;
- Examples of historical and contemporary relationships between humans and nature.

Natural materials should preferably be used in the design of the information center. Maximum emphasis on lighting is desirable in the interior, as the selected space does not have natural lighting (*see Annex 5*).

Also, the use of design elements that reflect the unique ecosystem of the BR and traditional culture.

Scope of Work

Key tasks to be performed by the designer:

- Development of the information center interior design concept;
- Preparation of a detailed interior design project;
- Design visualization and preparation of relevant documentation;
- Cost estimation for space arrangement.

The design concept should consider:

1. Effective use of lighting, as the selected space does not have natural lighting;
2. Optimal functionality and visual attractiveness of the space, which reflects the unique ecosystem and traditional culture of the biosphere reserve.

Expected Results

Result 1: Preparation of an interior design project for setting up the Three Alazani Biosphere Reserve Information Center in the selected space in the Akhmeta Municipality building;

The designer must present a design project with the following documentation:

- Plan drawings (in AutoCAD format)
- 3D visualization (in 3ds Max or other professional program)
- Material specifications
- Lighting scheme
- Furniture layout plan
- Wall elevations

Result 2: Cost estimation for the interior design project to set up the Three Alazani Biosphere Reserve Information Center in the selected space in the Akhmeta Municipality building.

Estimated Reporting Time

Table 1. Reporting Period

Report Number	N	Final Project Submission Deadlines
R1	Result 1	April 5, 2025
R2	Result 2	April 18, 2025

Qualifications and Requirements

Requirements for candidates:

- Minimum 3 years of experience in interior design or architecture;

Performance Period

Work performance period: March 28, 2025 - April 18, 2025.

7. Remuneration and Payment Terms

Remuneration will be made according to the work performed, specifically:

- 50% - after submission of the first version of the design project;
- 50% - after approval of the final design and cost estimation.

Table 2. Payment Schedule

Report	% of Total Service Cost
R1	50%
R2	50%
Total	100%

Requirements:

- The offer must be presented in Georgian language.
- Offers submitted after the deadline will not be considered.
- Proposals must be presented in GEL; proposals in other currencies will not be accepted.
- The offered price should not include VAT, and this should be indicated in the offer.
- The price must be presented according to Annex 3.

Requirements for Tender Proposal Format

This offer is intended for individual consultants (not companies). Please send your proposal (technical and price offer) in separate files to: natia.tskhovrebadze@rec-caucasus.org no later than March 18, 2025.

The structure of the tender proposal (technical offer) should correspond to the structure of the Terms of Reference (ToRs). The complete proposal should not exceed 10 pages (excluding CV).

Please do not indicate the price in your technical proposal. Prices should be presented in accordance with Annex 3. The price offer should be presented in GEL, excluding VAT.

Reporting and Contact Person

The designer is required to communicate regularly with the REC Caucasus project manager.