

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – FIRMS SELECTION)**

**GEORGIA**

**Third Regional Development Project (RDPIII) – P150696**

**Loan No: 8494-GE**

**Preparation of Stepantsminda Museum Exposition Concept,  
Interior Design and management plan**

Reference No: **IBRD/RDPIII/CS/QCBS/12-2019**

The Government of Georgia has received financing from the World Bank (WB) toward the cost of the Third Regional Development Project (RDPIII), and intends to apply part of the proceeds for the above consulting - **“Preparation of Stepantsminda Museum Exposition Concept, Interior Design and management plan”** services.

The Stepantsminda Historical Museum complex is located in Kazbegi Municipality, borough Stepantsminda. This museum will represent the best way to popularize the history and culture of this region. It should enhance the collections stored in the museum, as well as the cultural heritage of the entire area.

The existing buildings date back to the 19th century and hold the status of cultural heritage monument of the national category (excluding the visitors’ center, built later in the 1980s). Stepantsminda museum complex and historical monuments area is 5,167 sq.m.

The museum complex is part of Memorial complex, which in addition to the three museum buildings includes a gateway bell tower, church, family graveyard, graveyard monuments for Al. Kazbegi’s parents and grandparents and other minor constructions. *The complex is owned and managed by the National Agency for the Protection of the Cultural Heritage of Georgia.* The site overlooks the Mkinvartsveri and Gergeti Trinity Church, one of the world’s most beautiful churches, according to The Telegraph. The view can be considered as an added value to the museum, thanks to the presence of terraces within the complex.

As for now, Stepantsminda historical museum is a unique place where people can learn about the ancient history, culture, and traditions of Khevi. For this reason, Stepantsminda historical museum, with its exhibition spaces and the important educational center, should represent a key place for disseminating and promoting Khevi material culture, architectural monuments, and related scientific researches and so on. The Museum complex is expected of being added to the landmark and leisure activity list for the visitors, encourage longer tourist stays and spending.

There are three museum buildings in the complex:

- Al. Khazbegi memorial house – Exhibition Halls (located in the birth house of Al. Kazbegi),
- The Visitor center and temporary exhibition space (located in between the houses of Al. Kazbegi and N. Kazbegi)
- Museum storage and educational spaces (located in N. Kazbegi’s house).

The objective of this assignment is to support the National Agency for Cultural Heritage Preservation (NACHP) in developing the following deliverables at a quality acceptable to the Client:

1. Exposition concept
2. Museum interior design
3. Museum management plan

The Consultant is expected to perform the following tasks:

### **Task 1: Development of the Exposition Concept**

The main goal is to transform Stepantsminda museum into a cultural-educational center furnished with infrastructure and facilities in line with the modern museum standards, as well as provided with a highly competent staff. The main purpose of the newly designed Museum will be that of studying, preserving and making accessible and comprehensible to the public the ancient and modern history. The sequence and internal organization of the exhibition rooms shall follow a chronological order and, for each period, shall cover the thematic sections (note that this is a proposal and subject to further consultations based on the availability of the artifacts).

### **Task 2: Development of the Interior design**

- Well-displayed artifacts and the way a collection is presented can change the perception of the public and increase the educational impact. A multi-functional approach, exhibiting objects while preserving them (guaranteeing humidity and thermal control, for example) and making them understandable by the visitors in a coherent exposition itinerary is important.
- Stepantsminda historical museum complex interior design shall be prepared based on the exposition concept developed under the first task and for the available and museum support spaces. The interior design shall include furniture and equipment design needed to display material in the most appropriate manner, as well as modern technology equipment for multimedia purposes (scientific, educational, etc.)
- The Consultant should take into consideration, that construction project for the museum building is ongoing (for architectural and interior works) and must work in close collaboration with the architect/author of the design and the construction team. The Consultant is required to support the architect and construction team and make sure that exposition concept and layout are in line with the construction project (including furniture placement, required connection systems - electricity, etc. - interior colors, division wall placements, etc.).

### **Task 3: Development of the Museum Management Plan**

The Consultant shall develop a management plan, which will respond to the needs of the museum.

The Management Plan is a detailed document covering the strategic planning of the museum and considering its financial and economic sustainability.

The management plan should cover a short-term (1 to 5 years), medium-term (10 years) and long-term (20/25 years) plan on how the museum will be managed and maintained. The plan is a live document and it should offer the milestones for revision and adaptation.

The duration of the assignment is 9 (nine) months after contract commencement, excluding 1 month time required for Client and stakeholders approvals (10 (ten) Months in Total).

The estimated level of effort for these Consulting Services is estimated to be in the range of USD 150,000.00.

*The Terms of Reference of the assignment is available as annex.*

**The Municipal Development Fund of Georgia (MDF)** invites eligible consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

**The shortlisting criteria are:**

- Consultant should have an experience in preparing of:
  - i. at least three similar museum exposition concept for the past 10 years.
  - ii. at least three similar museum interior design for the past 10 years.
  - iii. at least one similar museum management plan for the past 6 years.

*Note: the MDF reserves it's right to verify submitted references and use obtained information for evaluation purposes.*

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's [\*Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers - January 2011, revised July, 2014 \("Consultant Guidelines"\)\*](#), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms. (Please take into account that form of association acceptable for the World Bank is either sub-consultancy or Joint-Venture and submission must clearly indicate the nature of the association. The experience of sub-consultants will not be taken into account while evaluating the corporate experience of the consultant).

Experience in the projects relevant to the assignment should be submitted in the Form N1 uploaded at MDF website on the following link: <http://mdf.org.ge/wp-content/uploads/2014/02/Form-for-References.pdf>

The consultants are strongly recommended to limit their Expression of Interest to 30 pages. Company brochures may be included as an Annex, and will not be affected by the limit of 30 pages.

A Consultant will be selected in accordance with the Quality and Cost Based Selection Method (QCBS) set out in Section II of the [\*Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers - January 2011, revised July 2014.\*](#)

Further information can be obtained at the address below during office hours from 09:00 a.m. to 18:00 p.m. at Procurement Unit of MDF, Phone number: +99532 2437001, extension 414, Mrs. Eka Ezugbaia, Procurement Consultant.

Expressions of interest must be delivered in English in a written form to the address below (in person, or by mail, or by e-mail) by **February 17, 2020 at 15:00 local time.**

**Municipal Development Fund of Georgia  
Attn: Mr. George Shengelia, Executive Director of MDF  
150 David Agmashenebeli Av., 0112, Tbilisi, Georgia  
Tel.: +99532 2437001 or/02/03/04  
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