



Republic of Serbia
MINISTRY OF FINANCE
Department for Contracting and
Financing of EU Funded Programmes
(CFCU)



EU funded Project

Information Meeting/Site Visit for Project “Procurement of Srbijagas Gas Management SCADA System”

EuropeAid/135627/IH/SUP/RS

Date and Time of the Information meeting/Site Visit: 03.02.2017; 10:00 – 12:00 h CET

Venue: 12 Narodnog Fronta St.

Novi Sad 21 000,

Republic of Serbia

AGENDA

Date	Time	Activity
03-02-2017	10:00 – 10:15	Registration
	10:15 – 10:30	Welcome note, organizational issues, Agenda
	10:30 – 10:45	Presentation of Project, Stakeholders and Procedures
	10:45 – 11:45	Site visit – Dispatching Center Srbijagas 4 groups up to 12 people , 4 x 15 min = 60 min
	11:45 – 12:00	Closing remarks and End of the Information meeting/Site visit

Minutes of the Information Meeting/Site Visit

On behalf of the Contracting Authority Information meeting/Site visit was opened by welcoming words from the representative of the Contracting Authority, Ms. Gordana Šešlija, Project manager, and by the representative of the End Recipient of the Project - Public Enterprise "Srbijagas" Mr. Dragan Vučur, Executive director for commercial affairs.

Beside the participants/potential tenderers, the Information Meeting/Site Visit was attended by the representatives of Contracting Authority (Mr. Miloš Grozdanić, Project manager), Ministry of Mining and Energy (Mr. Nemanja Isailović, Project manager and Ms Jelena Čohadžić, Independent advisor) and several representatives of PE "Srbijagas", as well. The Attendance list is annexed to these Minutes.

Following the opening of the meeting, Ms. Gordana Šešlija presented the overall context of the Project, as well as the main parties in the Project implementation. Additionally, Ms. Šešlija presented basic information related to type of tender procedure and highlighted the main procedural issues and important aspects related to Tender dossier. Participants were informed that all important information related to tender and important deadlines related to procurement procedure can be found in the respective Contract Notice and Tender dossier.

Additionally, the participants were informed that any questions related to technical and/or legal/procedural aspects of Tender dossier and the procurement procedure should be posted in writing to addresses quoted in the relevant Tender dossier. Participants were also informed that Contracting Authority shall publish official answers to the questions in writing in line with the information and deadlines presented in the Tender dossier, part A – Instructions to Tenderers. It was highlighted that only these answers shall be considered as official answers of the Contracting Authority with reference to Tender dossier for the procurement of supplies „Procurement of Srbijagas Gas Management SCADA System“, reference number EuropeAid/135627/IH/SUP/RS.

Furthermore, Mr. Bojan Kačanski, Head of TSO –Transmission System Operator, on behalf of the End Recipient of the Project, presented the main scope and basic technical features of the Project (the Presentation is annexed to these Minutes).

Subsequently, the Site visit to the rooms of Dispatching Centre in the premises of PE "Srbijagas" was performed under the guidance of representatives of PE "Srbijagas" (Mr. Bojan Kačanski and Mr. Dragan Vučur) and Contracting Authority (Ms Gordana Šešlija and Mr. Miloš Grozdanić).

The Information meeting/Site visit was closed at 12:00 h.