



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



EU funded Project

**Information Meeting and Site Visit for Construction and Commissioning of Waste Water
Treatment Plant at TPP Kostolac B**

EuropeAid/137116/IH/WKS/RS

Date/Time: 09.08.2016, 09:00h

Venue: Premises of TPP Kostolac B,

5-7, St Nikole Tesle

12 208 Kostolac, Republic of Serbia

AGENDA

Time	Activity
9:00 – 9:10	Introductory Remarks
9:10 – 09:25	Presentation of Project, Stakeholders and Procedures
09:25 – 10:00	Issuance of Certificates for Attendance at Information Meeting and Site Visit
10:00 – 10:15	Preparation of Schedule for Design and Drawings Inspection
10:15 – 11:10	Training on Occupational Safety and Health
11:15 – 15:00	Site visit

Minutes of the Information Meeting and Site Visit

On behalf of the End Recipient of the Project Public Enterprise “Electric Power Industry of Serbia” / “Thermo Power Plant Kostolac B”, the participants of the meeting were welcomed by Mr. Zoran Stanojević, President of the Working Group for the Project Implementation. Mr. Stanojević presented the background of the Project and underlined the importance of the construction of waste water treatment system in the TPP Kostolac B.

On behalf of the Contracting Authority (CFCU), Ms Gordana Šešlija, Project Manager, welcomed the participants and 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. Participants were informed that all important dates related to tender can be found in the respective contract notice and tender dossier. The tenderers were informed that any questions related to the tender must be sent in writing to the indicated address in the tender dossier. It was confirmed that all requested clarifications (all received questions and their answers) will be published as indicated in the tender dossier.

On behalf of the Final Beneficiary of the Project - Ministry of Mining and Energy of The Republic of Serbia, Mr. Nemanja Isailović, Project Manager, presented the main scope and basic technical features of the Project (the Presentation is annexed to the Minutes).

Following the presentation, representatives of Contracting Authority (Ms Biljana Jezdić, Head of Department for Tender Preparation and Project and Contract Management, Mr Sergej Vukša, Project Manager and Ms Gordana Šešlija, Project Manager) issued the Certificates of Attendance to the companies that were present at the meeting. In total representatives of 27 companies participated at the information meeting and the site visit, and 27 copies of Certificates of Attendance were issued by the Contracting Authority. The list of companies which received the Certificate of Attendance with signatures of persons who received the Certificates on behalf of respective companies is annexed to the Minutes. However, after the closing of the information meeting and site visit, and upon inspection of the relevant documentation from the information meeting and site visit, the Contracting Authority established that representatives of 8 companies did not sign the Attendance List. By careful comparison and analysis of both above mentioned lists, as well as authorizations of persons for representing respective companies (which were submitted to Contracting Authority at the meeting) the Contracting Authority established and confirmed that 8 companies which did not sign the Attendance List were present at the Information meeting and Site Visit and that they received the Certificates of Attendance from the Contracting Authority. (Attendance list and List of Participants/Companies at Information Meeting and Site Visit are annexed to the Minutes).

The meeting proceeded with preparation of the Schedule and list of companies interested in inspecting the designs and drawings listed under Volume 5.2. of the tender dossier. Afterwards, the Training on Occupational Safety and Health was delivered to the participants by Mr Nenad Pantelić, Engineer for the Health and Safety at TPP Kostolac B, with the aim of preparation of participants for site inspection.

Subsequently, the participants moved to the Project site and inspected it under the guidance of representatives of Public Enterprise “Electric Power Industry of Serbia” / “Thermo Power Plant Kostolac B”, Ministry of Mining and Energy and Contracting Authority. The participants were informed that any questions related to technical and/or legal aspect of tender dossier and site inspection must be submitted in writing to the adressess listed in the tender dossier and that

the Contracting Authority shall issue official answers at the addresses indicated in the tender dossier and in line with the deadlines listed therein. Only these answers shall be considered as official answers of the Contracting Authority.

The site visit was closed at 13:00 hours.