
WORKS CONTRACT NOTICE

Improving Living Conditions in Correctional Institute for Women in Požarevac

Location - Republic of Serbia

1. Publication reference

EuropeAid/138274/ID/WKS/RS

2. Procedure

Local open

3. Programme title

National programme for Serbia under the IPA – Transition Assistance and Institution Building Component for the year 2013

4. Financing

Financing agreement

5. Contracting Authority

The Government of the Republic of Serbia, represented by the Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes (CFCU), Belgrade, SERBIA

CONTRACT SPECIFICATIONS

6. Description of the contract

The purpose of this contract is to improve the living and working conditions within the prison system in the Republic of Serbia and strengthen the capacities for training, education and employment of the convicted persons by reconstructing the buildings and facilities in the Penal and Correctional Institute for women in Požarevac.

Through this Works Contract two buildings will be reconstructed:

1. THE MAIN ACCOMMODATION BUILDING

It is required to make reconstruction and change intended purpose for the some of the existing facilities, to construct more energy efficient building and at the same time to preserve existing appearance of the building considering that building is protected as cultural heritage. The scope of the works will include: construction works (concrete, masonry, insulation, roofing, tin sheet) and craftsmen works (internal and external joinery, works on the façade as well as installation works on the water supply, sewerage, fire protection, video control and electrical works).

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2. THE EXISTING FACILITIES FOR STORAGE OF AGRICULTURAL PRODUCTS

The existing facilities for storage of agricultural products will be reconstructed, rehabilitated, adapted and changed the purpose of them into accommodation facility for the new half-open, open and misdemeanour section. The scope of the works will include: construction works (concrete, masonry, insulation, roofing, tin sheet) and craftsmen works (internal and external joinery, works on the façade as well as installation works on the water supply, sewerage, fire protection, video control and electrical works).

7. Number and titles of lots

One lot only

TERMS OF PARTICIPATION

8. Eligibility and rules of origin

Participation is open to all legal persons (participating either individually or in a grouping – consortium - of tenderers) which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed (see item 23 below). All goods supplied under this contract must originate in one or more of these countries. Participation is also open to international organisations. Participation of natural persons is directly governed by the specific instruments applicable to the programme under which the contract is financed.

9. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form for a Works Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the **Practical Guide**.

10. Number of tenders

Tenderers may submit only one tender per lot. Tenders for parts of a lot will not be considered. Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot. Tenderers may not submit a tender for a variant solution in addition to their tender for the works required in the tender dossier.

11. Tender guarantee

Tenderers must provide a tender guarantee of 50,000 euros when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer[s] upon signature of the contract by all parties.

12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

13. Information meeting and/or site visit

A mandatory information meeting and/or site visit will be held on 17th August 2016 at 09:00 CET at Penal and Correctional Institute for Women in Požarevac, Moše Pijade bb, 12000 Požarevac.

The tenderer will need to register for the site visit at the latest on 15th August 2016 until 14:00 CET writing to:

Ljupka Podunavac, ljupka.podunavac@mpravde.gov.rs

14. Tender validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders. In exceptional circumstances, the Contracting Authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period.

15. Period of implementation of tasks

The implementation period is 24 months from the commencement date until the provisional acceptance.

SELECTION AND AWARD CRITERIA

16. Selection criteria

In order to be eligible for the award of the contract, tenderers must provide evidence that they meet the selection criteria. This must be provided by tenderers using the forms described in section 12.1 of the Instruction to Tenderers and any additional forms tenderers may wish to use.

If a tender is submitted by a consortium, unless specified, the selection criteria will be applied to the consortium as a whole.

The selection criteria for each tenderer are as follows:

Economic and financial capacity of candidate:

- a) The average annual turnover of the tenderer for the last 3 years (2013, 2014 and 2015) must be at least EUR 1,500,000.
- b) The tenderer must have access to sufficient credit and other financial facilities to cover the required cash flow for the duration of the contract. In any case, the amount of credit available must exceed the equivalent of EUR 1,000,000. The credit amounts in euro must be provided by recognized banks and must be designated specifically for the project.

Technical and professional capacity of candidate:

- a) The tenderer must have completed at least one (1) contract (with a portion of the contract being at least 1,350,000 EUR) in the field of construction of buildings and one (1) contract (with a portion of the contract being at least 1,350,000 EUR) in the field of reconstruction of buildings being a cultural property including conservation works, which were implemented during the past 8 years from the deadline for submission of tenders.

This means that the project the tenderer refers to could have been completed at any time

during the indicated period but it does not necessarily have to be started and completed during that period, nor implemented during the entire period.

“Completed” is to be interpreted as “Taking over/Provisional Acceptance” or “Performance Certificate” issued for construction contracts. Copies (with translation to English) of the respective certificates, signed by the Supervisor/Contracting Authority/Employer of the projects concerned must be submitted. These documents shall clearly demonstrate the compliance of the presented references with the above criteria. The Contracting Authority reserves the right to check the accuracy and validity of the information given by the tenderers in relation to reference projects.

Regarding the calculation of the contracts amounts for the completed works of the tenderers, the values will be considered at the date of the completion and will not be carried to the date of the evaluation as "net present values" and should be converted to Euro rate from: <http://ec.europa.eu/budget/inforeuro/index.cfm?Language=en>.

- b) The tenderer must be a registered firm or natural person legally capable of carrying out the specified works
- c) The tenderer must carry out at least 70 % of the contract works using its own resources, which means that it must have the equipment, materials, human and financial resources necessary to carry out that percentage of the contract.
- d) The lead member of a joint venture/consortium, must be able to carry out at least 50 % of the contract works using its own means.
- e) Key staff - following key personnel should be committed from the tenderer to the successful achievement of this contract:
 - One (1) Project Manager (Contractor's representative) who will coordinate the entire contract. He/she shall have a university degree, with at least 10 years of relevant post-graduated professional experience in civil engineering and project management experience in at least two projects with a similar nature, size and complexity;
 - One (1) Site Engineer. He/she with a university degree in civil engineering with at least 8 years of relevant post-graduated professional experience and site management experience in at least one project with a similar nature, size and complexity.
 - One (1) Mechanical Engineer with a university degree in mechanical engineering with at least 5 years of relevant post-graduated professional experience in construction of at least one project with a similar nature, size and complexity
 - One (1) Electrical Engineer with a university degree in electrical engineering with at least 5 years of relevant post-graduated professional experience in construction of at least one project with a similar nature, size and complexity.

All its key personnel from the list of the key staff must possess the following:

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- Fluency in English, both written and spoken;
- Computer literacy.

The tenderer must submit in the tender the list, CV's and copies of diploma/ degrees and employers certificates of all the staff listed above.

Please note that the experts of the winning company or consortium, if selected, must possess, or being in a position to obtain before the commencement date, the relevant professional licenses as required by law on Planning and Construction of the Republic of Serbia and other relevant legal provisions.

The tenderer must demonstrate that it possesses proper company licenses according to the Serbian law for the engineering and construction works on the cultural property facilities.

For the assessment of the technical capacity, "Similar nature, size and complexity" shall be interpreted as follows:

- (i) Similar nature and complexity means construction or reconstruction of the buildings including civil/structural and works on the installations in the building (electrical, water, sewerage, HVAC) as well as,
- (ii) Reconstruction of buildings being a cultural property including conservation works (facades, exterior and interior, as well as experience in the installation works inside the buildings- electrical, water, sewerage, HVAC).

An economic operator may, where appropriate and for a particular contract, rely on the capacity of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may not be considered appropriate by the Contracting Authority are when the tenderer relies mostly on the capacity of other entities or when it relies on key criteria. If the tenderer relies on other entities, it must prove to the Contracting Authority that it will have at its disposal the resources necessary to perform the contract, for example by producing a commitment on the part of those entities to place resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the tender should include a separate document providing data on this third entity for the relevant selection criterion. Proof of capacity must be furnished at the request of the Contracting Authority.

With regard to technical and professional criteria, a tenderer may only rely on the capacities of other entities where the latter will perform the works for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the tenderer relies, become jointly and severally liable for the performance of the contract.

17. Award criteria

The most economically advantageous tender is the technically compliant tender with the lowest price.

TENDERING

18. How to obtain the tender dossier

The tender dossier is available for collection from the Contracting Authority at 3-5 Sremska St, office 701, VII floor, Belgrade, Republic of Serbia on CD-ROM, free of charge. Opening hours of the Contracting Authority: 8:30 – 15:00 CET, Monday to Friday.

Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing to:

Ministry of Finance

Department for Contracting and Financing of EU Funded Programmes (CFCU)

Sremska 3-5 St, VII floor, office 701

11000 Belgrade, Republic of Serbia

E-mail: cfcu.questions@mfin.gov.rs

(mentioning the publication reference shown in item 1) at least 21 days before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier will be published at the latest 11 days before the submission deadline on the EuropeAid website at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and on the website of the Contracting Authority (CFCU) at www.cfcu.gov.rs.

19. Deadline for submission of tenders

26th September 2016 at 12:00 CET

Any tender received by the Contracting Authority after this deadline will not be considered.

20. Tender opening session

26th September 2016 at 14:00 CET at the premises of Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes (CFCU), Sremska 3-5 St, I floor, Conference room, Belgrade, Republic of Serbia

21. Language of the procedure

All written communications for this tender procedure and contract must be in English.

22. Repetition of similar works

Subsequent to the initial contract resulting from the current tender procedure, new works consisting in the repetition of similar works, up to the estimated amount of EUR 1,000,000, may be entrusted to the initial contractor by negotiated procedure without prior publication of a contract notice, provided the new works are in conformity with the same basic project.

23. Legal basis

Council Regulation (EC) No. 1085/2006 of 17th July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) – OJL 210/82 of 31/07/2006.



