



Republic of Serbia  
**MINISTRY OF FINANCE**  
**Department for Contracting and  
Financing of EU Funded Programmes**  
No: 48-00-00065/2022-28  
53 Balkanska Street  
B e l g r a d e



**#EY  
ЗА ТЕБЕ**

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<b>Subject</b>	Mandatory clarification meeting and site visit
<b>Project</b>	Construction of municipal wastewater collection and treatment system in Čačak
<b>Publication reference</b>	NEAR/BEG/2023/EA-OP/0148
<b>Venue</b>	The City of Čačak, Župana Stracimira 2, Republic of Serbia.
<b>Date/time of the meeting</b>	17 January 2024, 11:00

### AGENDA

11:00 – 11:15	Gathering of the participants and registration
11:15 - 11:30	Welcome note Opening of the clarification meeting and procedural details - Contracting Authority, Department for Contracting and Financing of EU Funded Programmes
11:30 -12:00	Presentation of the Project by Technical assistance, Questions/Answers
12:00 - 12:30	Travel to site visit
12:30-13:30	Site visit
13:30 – 14:00	Certificates of attendance hand-over

## **MINUTES OF THE MEETING AND SITE VISIT**

On behalf of the Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes (Contracting Authority - CFCU), Mr. Vlastimir Ašković, Project Manager, welcomed participants and presented the overall context of project implementation, as well as the main parties in the project implementation. Participants were informed that all the important dates related to the tender can be found in the respective Tender dossier and Contract notice. The participants were informed that any questions related to technical and/or legal aspect of tender dossier and site inspection (visit) must be submitted in writing through the TED eTendering website accessible through the F&T portal, as described in the tender dossier and that the Contracting Authority shall issue official answers, as indicated in the tender dossier in line with the deadlines listed therein, as an official legally binding audit trail. Only these answers shall be considered as official answers of the Contracting Authority.

The participants were informed that each company attending the mandatory clarification meeting followed by mandatory site visit need to receive Certificate of attendance and all tenders must include this Certificate. It is stated that in the case of a consortium it is sufficient that at least one member of the consortium has participated to the site visit and mandatory clarification meeting and that the corresponding attendance certificate is included in the offer.

Presentation of the project – was done by Technical assistance Ms. Dragana Matic. Technical presentation included brief overview of the key elements of the Works to be implemented under the Contract including the scope and location of the works for each Part thereof.

It was emphasized that Conceptual and Preliminary designs of the WWTP enclosed in Volume 5 of the Tender documents were prepared for obtaining Location Conditions and preparation and approval of EIA and have no force and effect of the requirements. Tenderers are required to prepare their own technical solutions that are fully in compliance with the Employer's Requirements.

Designs for Construction Permit and Preliminary Designs for the works that are to be implemented based on the Employer's designs, are enclosed in the Tender dossier.

During questions and answers, participants asked what is available budget for works contract. It was answered that Contracting Authority included the necessary elements, within tender dossier and Contract notice, allowing the economic operators to prepare and submit offers and that Contracting Authority will not indicate estimated value or available budget (please also see PRAG 5.3.1.2. Publication of contract notices).

Participants noticed that for rehabilitation of sewage pumping stations there are already prepared Designs and asked if there is more than one lot and specifically are those pumping stations going to be done based on FIDIC RED book. It was answered that only one lot is envisaged through this contract and that General Conditions, forming the Conditions of Contract, shall be the Conditions of Contract for Plant and Design - Build for Electrical and Mechanical Plant, and for Building and Engineering Works, Designed by the Contractor), first edition 1999, ISBN: 2-88432-023-7 (please

also see Contract notice II.1.6 Information about lots and Volume 2, Section 2 - General Conditions of Contract).

Answering on the question related to the Location Conditions for the WWTP, Mr. Nenad Robajac said that the current Location Conditions will be made available to all Tenderers.

Mr. Vlastimir Ašković informed participants that any questions related to technical and/or legal aspect of tender dossier and site inspection (visit) must be submitted in writing as listed in the Tender dossier and that the Contracting Authority shall issue legally binding official answers as indicated in the Tender dossier in line with the deadlines listed therein.

Following the presentation and discussion, the meeting was closed by the Ministry of Environmental Protection representative Mr. Nenad Robajac. He shared the location point and time of gathering for site visit with all participants of the Clarification meeting, and announced that the gathering is planned for 12:30.

After gathering, the site visit started from 12:30. Site visit was led by representatives of PUC "Vodovod" Čačak.

Tenderers visited the closest accessible point to the location of the current discharge of wastewater into the river Atenica and afterwards the location of the flow measuring block from where they could have seen the entrance to the WWTP site.

On question on soil stability at the WWTP site and need for soil replacement it was responded that the Report on Geotechnical Investigation Works has been included in full Tender Dossier that was made available to Tenderers in portable electronic media free of charge (ref. a5f. Additional Information about the Contract Notice, point 15).

On question about the status of land ownership for both WWTP and the access road, the PUC representative confirmed that the owner of the land is the City of Čačak.

On question related to the boundaries of the WWTP site, it was responded that geodetic and topographic surveys for all Parts of the works are available in the Tender Dossier.

On the end of the site visit in Čačak, the Contracting Authority's Project Manager issued the Certificates of attendance to the companies that attended both, the mandatory meeting and the mandatory site visit. The list of companies which received the Certificate of attendance with signatures of persons who received the Certificates on behalf of respective companies was made.

Site visit was closed at 14:00 hours.