



Public Works Administration

MINUTES OF SITE VISIT & INFORMATION MEETING

Date and time: 17th September 2021, at 11:00

Venue: Railway station Bijelo Polje (UP 611 KO Nedakusi Bijelo Polje)

Project Title: Works for adaptation and reconstruction of the cross-border railway station building, Bijelo Polje

Publication reference: NEAR/TDG/2021/EA-LOP/0140

The Contract Notice and Tender Dossier were published on web sites of the EuropeAid, Ministry of Capital Investment and Public Works Administration on 13th August 2021.

Compulsory information meeting and site visit started at 11:00 a.m. on 17th September 2021 in the Municipality of Bijelo Polje at the address: Railway station Bijelo Polje (UP 611 KO Nedakusi Bijelo Polje), Montenegro.

The following representatives attended the site visit and information meeting:

- representatives of 9 companies (IGP FIDIJA d.o.o. Podgorica, LD Gradnja d.o.o. Nikšić, Tehno-Gradnja d.o.o. Pljevlja, Bombeton d.o.o. Cetinje, Gokyol Insaat, Gradjevinarstvo i savjetovanje d.o.o. Podgorica, Energoprojekt Niskogradnja a.d, Permonte d.o.o. Podgorica and Intermost d.o.o. Podgorica);
- representative of the Public Works Administration (Contracting Authority) - Mr. Filip Vujović;
- representative of the EUD - Mr. Malte Engelen;
- representatives of RIOM – Ms. Dragica Koprivica and Mr. Duško Jokić;
- representatives of Designer and future Supervisor Representative “URBI PRO” LLC – Mr. Milorad Popović, Mr. Nedžad Mekić and Ms. Jovana Perović.

The information meeting was opened by the representative of the Public Works Administration, who welcomed all the participants to the meeting and present the Importance of the Project for Montenegro. After introduction speech, future Supervisor Representative “URBI PRO” LLC has been presented.

Representatives of “URBI PRO” LLC have acquainted the participants with the most important points of the overall project.

Representative of the Public Works Administration presented the following focal points for submission of tenders:

- A public open session will be held for tender opening to which the tenderers can participate on 15/10/2021, at 09.30 AM at the venue indicated in the contract notice V.2.7) Conditions for opening of tenders;



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- Any request for additional information and/or clarifications must be made in writing through the TED e-Tendering website accessible through the F&T portal at <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home> or by email addressed to Public Works Administration's mailbox: ujr@ujr.gov.me. Therefore, the participants are suggested to follow up these websites on daily basis in order to be informed regarding the progress of the tender process.
- Tenderers may submit questions to the Contracting Authority until 24.09.2021, as indicated in item 1.2. Timetable of the Instructions to Tenderers. Last date on which additional information are issued by the contracting authority is 04.10.2021.
- Participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium – of tenderers) which are effectively established in a Member State of the European Union or in a eligible country or territory as defined under the Regulation (EU) no 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed (see also the additional information about the contract notice). Participation is also open to international organisations. All supplies under this contract must originate in one or more of these countries. However, they may originate from any country when the amount of the supplies to be purchased is below EUR 100 000. More detailed information about participation can be found in item 3 of Instructions to Tenderers.
- Submission or participation by a tenderer in more than one tender for a lot or contract will result in the disqualification of all those tenders for that contract in which the party is involved.
- The language of tender and for the future contract is English and the tender and all correspondence and documents related to the tender will be in English as indicated in item 10 of Instruction to Tenderers.
- The currency of the tender is the Euro.
- Tenders must remain valid for a period of 90 days after the deadline for submitting tenders as indicated in item 14 of Instruction to Tenderers.
- The tenderer must provide, as a part of its tender, a tender guarantee in the form set out in Volume 1, Section 3 of the tender dossier, or in another form acceptable to the contracting authority that meets the essential requirements set out therein. The tender guarantee must be for an amount of EUR 20 000. The original guarantee must be included in the original tender as indicated in item 15 of Instructions to Tenderers.
- A successful tenderer will be required to submit with countersigned contract the performance guarantee set at 10 % of the amount of the contract and must be presented in the form specified in the tender dossier.
- Late tenders which are received after the deadline for submission will be rejected and will not be evaluated.
- The most economically advantageous tender is the technically compliant tender with the lowest price.
- Participation to the site visit and meeting is compulsory. The minutes of the clarification meeting and the site visit will be published on the TED e-Tendering website. As proof of participation, tenderers will receive a certificate of their site visit as indicated in Volume 1, Section 4 (Form 4.6.12).



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After the information meeting, under guidance of the design engineer, the meeting subsequently moved on to inspect the specific sites of the future works. The inspection started at the platform and moved on to the pedestrian tunnel connecting the second platform. Specific elements for plastering, concrete rehabilitation, and repair of roofing or rehabilitation of pavement were pointed out. The meeting moved on to the main entrance hall of the building and location for the elevator for persons living with disabilities were pointed out. Future rooms with envisaged office partitions were shown to participants. The defunct boiler-room for the central heating of the building was visited too.

After the site visit, company representatives have been provided with the Certificate of attendance of site visit and clarification meeting. All company representatives have signed the mentioned certificate and confirmation of acceptance of the site visit certificate. Seven out of nine company representatives had presented authorization letter (authorization letter from companies Permonte d.o.o. Podgorica and Intermost d.o.o. have not been presented).

The site visit was finished at 13:00 hrs.