VOLUME 1

SECTION 5.1

ADMINISTRATIVE GRID

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| Contract title: | | **Construction of the Waste Water Treatment Plant and Sewerage Network in the Municipality Berane** | | | Publication reference: | | **EuropeAid/136869/IH/WKS/ME** | |
|  |  |  |  |  |  |  |  |  |
| **No.** | **Reference Clause** | **I. Administrative Compliance** |  | **Tenderers** | | | | |
| **1** | **2** | **3** | **4** | **5** |
| I.1 | Vol.1, ITT, Article 17 | Timely Submission | Y/N |  |  |  |  |  |
| I.2 | Vol.1, ITT, Article 20 | Written notification of modification and/or withdrawal | Y/N |  |  |  |  |  |
| I.3 | Vol.1, ITT, Article 17 | Sealed and intact package marked with tenderer’s name and address | Y/N |  |  |  |  |  |
| I.4 | Vol.1, ITT, Article 17 | 1 original and 5 copies of tender | Y/N |  |  |  |  |  |
| I.5 | Vol.1, ITT, Article 17 | Tender Form duly completed and signed | Y/N |  |  |  |  |  |
| I.6 | Vol.1, ITT, Article 15 | Original of the Tender Guarantee attached and compliant | Y/N |  |  |  |  |  |
| I.7 | Vol.1, ITT, Article 12.1.9 | Certificate of the Site Visit Attendance submitted | Y/N |  |  |  |  |  |
| **Tender Accepted (P)/Rejected (F)** | | | **P/F** |  |  |  |  |  |
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|  | **Evaluator's name** | |  | | |  |  |  |
|  | **Evaluator 's signature** | |  | | |  |  |  |
|  | **Date** | |  | | |  |  |  |

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| **Item No.** | **Reference Clause** | **IIa. Procedural Compliance** |  | **Tenderers** | | | | |
| **1** | **2** | **3** | **4** | **5** |
| II.1 | Vol.1, ITT | Tender Submitted in English Language | Y/N |  |  |  |  |  |
| II.2 | Vol.1, ITT | Completed and signed JV/Consortium Agreement, if applicable | Y/N |  |  |  |  |  |
| II.3 | Vol.1, ITT | Submitted documents are duly signed | Y/N |  |  |  |  |  |
| II.4 | Vol.1, ITT | Form 4.1-General Information about the tenderer duly completed and submitted | Y/N |  |  |  |  |  |
| II.5 | Vol.1, ITT | Form 4.2- Organisation Chart duly completed and submitted | Y/N |  |  |  |  |  |
| II.6 | Vol.1, ITT | Form 4.3- Power of Attorney submitted | Y/N |  |  |  |  |  |
| II.7 | Vol.1, ITT | Form 4.4- Financial Statement duly completed and submitted | Y/N |  |  |  |  |  |
| II.8 | Vol.1, ITT | Forms 4.5 - Financial Identification Form and Legal Entity Files submitted | Y/N |  |  |  |  |  |

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| **Evaluator's name** | | |  | | | |
| **Evaluator 's signature** | | |  | | | |
| **Date** | | |  | | | |
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| **Item No.** | | **Reference Clause** | **Technical Qualification** | |  | **Tenderers** | | | | | |
| **1** | **2** | | **3** | **4** | **5** |
| II.9 | | Vol.1, ITT | Form 4.6.1.1-4.6.1.3-Tenderer’s personnel submitted | | Y/N |  |  | |  |  |  |
| II.10 | | Vol.1, ITT | Form 4.6.2- Plant submitted | | Y/N |  |  | |  |  |  |
| II.11 | | Vol.1, ITT | Form 4.6.3 - Work Plan and Program submitted | | Y/N |  |  | |  |  |  |
| II.12 | | Vol.1, ITT | Form 4.6.3 -Sub-contracting (if applicable) information table submitted | | Y/N |  |  | |  |  |  |
| II.13 | | Vol.1, ITT | Form 4.6.4 - Experience as contractor submitted | | Y/N |  |  | |  |  |  |
| II.14 | | Vol.1, ITT | Form 4.6.5 - Data on JV submitted together with an agreement signed by all parties | | Y/N |  |  | |  |  |  |
| II.15 | | Vol.1, ITT | Form 4.6.6 - Litigation History submitted | | Y/N |  |  | |  |  |  |
| II.16 | | Vol.1, ITT | Form 4.6.7-Quality Assurance System(s) submitted | | Y/N |  |  | |  |  |  |

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| **Evaluator's name** |  |
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| **Item No.** | **Reference Clause** | **Technical Qualification continuation** |  | **Tenderers** | | | | |
| **1** | **2** | **3** | **4** | **5** |
| II.17 | Vol.1, ITT | Form 4.6.8 - Accommodation for the engineer, completed and submitted | Y/N |  |  |  |  |  |
| II.18 | Vol.1, ITT | Form 4.6.9 – Environmental Management Plan submitted | Y/N |  |  |  |  |  |
| II.19 | Vol.1, ITT | Form 4.6.10 **(Only for Lot 1 )** – Technical Solution duly completed and submitted | Y/N |  |  |  |  |  |
| II.20 | Vol.1, ITT | Form 4.6.11 – Eligibility Statement completed and submitted | Y/N |  |  |  |  |  |
| II.21 | Vol.1, ITT | Form 4.6.12 – Technical Particulars/Sheets completed and submitted | Y/N |  |  |  |  |  |
| II.22 | Vol.1, ITT | Form 4.6.14 – Outline of the Training Programme **(Only for Lot 1)** submitted | Y/N |  |  |  |  |  |

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| **Evaluator's name** |  |
| **Evaluator 's signature** |  |
| **Date** |  |