 Directorate for Payments	Policy Area Agriculture and Rural Development	DEPARTMENT FOR TECHNICAL AND ECONOMIC ANALYSIS	
	Version No: 2.3		
Ministry of Agriculture, Forestry and Water Management of Montenegro		DP-DTEA-00-04	Page 1 of 4

DP-DTEA-00-04 - INVITATION FOR THE OFFERS/QUOTATIONS FOR GOODS

Project Title - Name of the investment: Start of ice cream/gelato production.

Date of invitation: _____ 19.07.2023

Number and date of the IPARD Contract ___ 09-908/23-1874/21 15.06.2023 ___

Dear Supplier(s),

1. You are invited to submit your offer/quotation(s) with exact prices and quantities for the supply of the following items:

- i) Printer and Scanner
- ii) PC 8GB DDR4, 256GB, M.2 SSD, WIN 10 PRO
- iii) Office chairs, 2 pieces
- iv) PC Screen 23.8 IC
- v) Wireless keyboard.


(v) Information on technical specification (minimal technical specification) for each item, which is contracted (horse power, operational width, engine speed, bearing capacity, etc.)

Note that the contracted price with Directorate for payment for listed items is 1.057,71 EUR.

2. You must quote for all items under this invitation

Your price quotation must include the name of the purchaser to whom is submitted (name of potential purchaser), must be dated and stamped (if possible) and should be submitted by post, personally (in case of delivery by post or personally the offers must be submitted in 2 identical copies in paper and electronic version in closed envelop with remark: DO NOT OPPEN – offer for the recipient (name of the recipient) _ M Gelato _ (name of the project) Start of ice cream/gelato production or electronically at the following address:

Directorate for Payments Address

 Directorate for Payments	Policy Area Agriculture and Rural Development	DEPARTMENT FOR TECHNICAL AND ECONOMIC ANALYSIS	
	Version No: 2.3		
Ministry of Agriculture, Forestry and Water Management of Montenegro		DP-DTEA-00-04	Page 2 of 4

Moskovska 101 81000 Podgorica


E-mail: dostavljanje.ponuda@mpr.gov.me

Telephone: 00 382 20 672 026; 00 382 67 205 790

3. Your quotation in duplicate and in Montenegrin language, should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in Montenegrin language) for each item quoted, including names and addresses of firms providing service facilities in Montenegrin (name of the country).
4. Each bidder must submit only one bid. Bids must be submitted by existing companies which have no proprietary, kinship or partnership with the recipient. The Bidder must also provide proof of registration for the activity for which it is performed

Bidders are responsible for the reality and reasonableness of the amount and truthfulness of the information provided in the offers

5. All items from the offer which is equal or above 100.000€ without VAT come from eligible countries: goods/ services come from EU member states (Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom) or from beneficiaries of IPA (Croatia, Bosnia and Herzegovina, Serbia, Kosovo, Montenegro, North Macedonia, Turkey and Albania), ENI partner countries and territories (Algeria, Armenia, Azerbaijan, Belarus, Egypt, Georgia, Israel, Jordan, Lebanon, Libya, Moldova, Morocco, occupied Palestinian territory (oPt), Syria, Tunisia and Ukraine and EEA countries: Norway, Liechtenstein and Iceland.
6. The deadline for receipt of your quotation (s) by the Purchaser at the addressed indicated in Paragraph 2 is: 03.08.2023 (at least 15 days should be given from the date of announcement of the public invitation)
7. Your quotation(s) should be submitted as per the following instructions:
 - (i) **PRICES:** The prices should be quoted for delivery **CIP_ VII Omladinske br.39** (place of destination) for imported goods or **EXW** for domestically supplied goods plus the price of delivery to the place of destination, according to INCOTERMS, 2010. Prices should be quoted in Euro.

 Directorate for Payments	Policy Area Agriculture and Rural Development	DEPARTMENT FOR TECHNICAL AND ECONOMIC ANALYSIS	
	Version No: 2.3		
Ministry of Agriculture, Forestry and Water Management of Montenegro		DP-DTEA-00-04	Page 3 of 4

(ii) EVALUATION OF QUOTATIONS: Offers determined to be substantially responsive to the minimal technical specifications will be evaluated by comparison of total price.

In evaluating the quotations, the Purchaser will determine for each proposal the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows:

(a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;

(b) where is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;

(c) if a Supplier refuses to accept the correction, his quotation will be rejected.

Also, amounts stated in the offers must will be expressed in EYP, each offer/quotation must clearly indicate if the Value Added Tax (VAT) is included in the price and the amount and percentage of the VAT. The VAT percentage should be indicated for the country of Supplier.


(iii) AWARD OF PURCHASE ORDER: The award will be made to the bidder that meets the required standards of technical and financial capabilities. The successful bidder will sign a Contract with the Purchaser. The Contract has to be signed by both parties and stamped and it should include the stipulations for:

- the date of signing,
- the exact information of the name of the purchaser and the supplier,
- the name of the investment,
- the total price of the investment in figures and in the words without VAT,
- the deadline of the finalization and/or delivery of the investment,
- the warranty deadline and conditions

(iv) VALIDITY OF THE OFFER: Your quotation(s) should be valid for at least a period of forty five (45) days from the deadline for receipt of quotation(s).

8. Further information can be obtained from:

____ Nina Radunovic _____

 Directorate for Payments	Policy Area Agriculture and Rural Development	DEPARTMENT FOR TECHNICAL AND ECONOMIC ANALYSIS	
	Version No: 2.3		
Ministry of Agriculture, Forestry and Water Management of Montenegro		DP-DTEA-00-04	Page 4 of 4

Telephone: 067281483

Fax: _____

E-mail: nina@mgelato.me



Sincerely,

Radunović Nina