



Call for Expression of Interest
for co-financing preparation of feasibility study and PDD
for CDM project under the bilateral cooperation agreement
between the Italian Ministry for the Environment, Land and Sea and
the Ministry for Spatial Planning and Environment
of Montenegro

CALL FOR EXPRESSION OF INTEREST

**Rome – Podgorica,
2010**

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ABBREVIATIONS

CDM	Clean Development Mechanism
EoI	Expression of Interest
ET	Emissions Trading
EU	European Union
GHG	Greenhouse Gases
JI	Joint Implementation
MoU	Memorandum of Understanding
PDD	Project Design Document
UNFCCC	The United Nations Framework Convention on Climate Change

1. BACKGROUND

Based on the Kyoto Protocol and the “EU Burden-Sharing” Agreement, Italy has committed itself to reduce the greenhouse gases (GHG) emissions by 6.5% during the first commitment period 2008-2012 compared to 1990 level.

Since the marginal reduction costs for domestic measures in Italy are relatively high, some part of its GHG emission reductions commitments can be reached through Kyoto Protocol flexible mechanisms: Clean Development Mechanism (CDM), Joint Implementation (JI) and Emission Trading (ET). The Clean Development Mechanism (CDM) as a project-based mechanism under the Kyoto Protocol, defined by its Article 12, has the purpose to assist Parties not included in Annex I to the UNFCCC in achieving sustainable development and in contributing to the ultimate objective of the United Nations Framework Convention on Climate Change (UNFCCC), as well as to assist Parties included in Annex I in achieving compliance with their quantified emission limitation and reduction commitments under Article 3 of the Kyoto Protocol.

Montenegro is a non-Annex I Party. Its Parliament has adopted the Law on ratification of the Kyoto Protocol on 21 March 2007. The Government has made significant effort to implement all crucial changes in the relevant legislation and institutional structure for full implementation of the Kyoto Protocol through the Clean Development Mechanism. Therefore, Montenegro has established a good base to host the CDM projects.

The Ministry for the Environment, Land and Sea of the Republic of Italy and the Ministry for Environment and Spatial Planning of Montenegro signed a Memorandum of Understanding (MoU) on “Cooperation for Environmental Protection” in order to maintain and enhance bilateral co-operation in the field of environment and sustainable development on the basis of equality, reciprocity and mutual benefit. The successful co-operation between two mentioned Ministries has been also established in the field of CDM implementation resulting in an efficient contribution to sustainable

development focusing on the assessment and development the GHG emissions reduction projects.

Therefore, in order to implement the Annexes to the Memorandum of Understanding between the Italian Ministry for the Environment, Land and Sea and the Ministry for Spatial Planning and Environment of Montenegro, Montenegrin Ministry is now issuing a Call for Expression of Interest to co-finance the preparation of feasibility study and PDD for selected CDM project in Montenegro.

2. OBJECTIVE OF THE CALL FOR EXPRESSION OF INTEREST

The present Call for Expression of Interest aims to select an Italian or Italo-Montenegrin company, possessing the required technical and professional qualifications, to provide it with a co-financing towards the development of a feasibility study and a PDD in connection with selected CDM project, as a first step within the CDM development process.

The final objective of the Call is to foster the implementation of selected CDM project in Montenegro.

The following project is selected:

PFCs EMISSIONS REDUCTION IN ALUMINIUM PLANT IN PODGORICA

3. PROCEDURE

The Call for Expression of Interest will be conducted pursuant to the procedure and the criteria set by the Steering Committee established according to the Annex II to the Memorandum of Understanding between the Italian Ministry for the Environment, Land and Sea and the Ministry for Spatial Planning and Environment of Montenegro.

The Call for Expression of Interest is issued by the Ministry for Spatial Planning and Environment of Montenegro in accordance with the Article 3, paragraph 1, point 2 - "a" of the Law on Public Procurement of the Republic of Montenegro (OJ 46/2006). Applicants are invited to express their interest in preparing a feasibility study for the CDM project, while giving sufficient evidence of their technical and professional capacity and financial/economic solidity.

Applicants may apply jointly, provided the Lead Applicant is clearly identified and information (see below) is submitted for each company applying.

In case of participation as a temporary association of companies or as a not yet formally established consortium, the legal representative of each company shall undertake, in case of selection, respectively to grant full power of legal representation to the Lead Applicant to sign the financing contract on behalf of the temporary association, or to establish the consortium.

The Steering Committee shall review the documentation received from the Applicants and select the company that best fulfil the conditions set below.

At the end of the evaluation procedure, selected company shall be invited to draft a technical and economic proposal for the preparation of the feasibility study and PDD. Ministry for Spatial Planning and Environment of Montenegro (Contract Authority) shall subsequently sign a financing contract with the successful Applicant in order to allocate the assigned co-financing for the preparation of the feasibility study.

The amount shall be disbursed partially after the signature of the financing contract. The balance shall be disbursed following the presentation of the completed feasibility study and PDD, provided the feasibility study is approved by the Contract Authority.

The selected Company shall submit the completed feasibility study and PDD within 6 months from the signing of the financing contract.

Based on existing agreement between the Ministry for Spatial Planning and Environment of Montenegro and the site owner for the selected CDM project, company producing the feasibility study is granted a pre-emptive right to negotiate with the site owner towards the implementation the project within six months from the approval of the feasibility study.

4. DOCUMENTS REQUIRED FOR THE EXPRESSION OF INTEREST

Applicants are required to submit the complete documentation listed below in English (with the exception of official documents, such as certifications and financial statements, which can be enclosed in the language of origin).

Expressions of Interest shall be submitted both in hard copy and in electronic version (CD-ROM).

In case an incomplete application is submitted, the Steering Committee reserves the right to reject the Expression of Interest.

The Applicants need to submit the following items:

- a. Cover letter (Attachment I)
- b. General information (Attachment II)
- c. Proof of legal existence - recent extract from a Professional or Trade Register, or equivalent document
- d. Declaration on exclusion criteria (Attachment III)
- e. Proof of financial capacity (year-end balance sheets and profit and loss accounts for the past 3 financial years), with summary table for selected indicators over the past 3 years (Attachment IV)
- f. Reference list of key projects carried out by the Applicant (Attachment V)
- g. Resumes (EC format) of the project team members, with summary table (Attachment VI)

In case of joint Applications (e.g. consortia), Applicants are required to submit a single Attachment I (cover letter) and a single Attachment VI (Project team members) while supplying separate information under items b., c., d., e., f..

The proposed project team should be the expression of the joint effort of the Applicants.

The Steering Committee may request the Applicants to provide clarifications and/or additional information on the documentation submitted.

5. SUBMISSION OF THE EXPRESSION OF INTEREST

The deadline for the presentation of the Expressions of Interest is 16th of November 2010.

All documents shall be sent to the address below:

**Ministarstvo uređenja prostora i zaštite životne sredine Crne Gore -
Ministry for Spatial Planning and Environment of Montenegro**

**Rimski Trg 46, Podgorica, Montenegro
With reference: Clean Development Mechanism
To the attention of Ms Jelena Plamenac**

Any Expression of Interest received after the deadline mentioned will not be considered.

Each Applicant shall be informed in writing of the outcome of the selection process within 6 weeks from the expiration of the deadline for submission.

Step	Timing
Submission of Expression of Interest	Deadline: 16 th of November 2010
Communication to Applicants	Within 6 weeks from the expiration of the deadline for submission

The Contract Authority will not reimburse any costs incurred by the Applicant for the preparation or the submission of the Expression of Interest.

6. SELECTION CRITERIA

Applicants shall be assessed based on the following sets of criteria:

6.1 Exclusion criteria

Proof of registration

The Applicants must prove their enrolment in a professional or trade register in the Republic of Italy. The relevant professional and trade registers in Italy are the “Registro della Camera di commercio, industria, agricoltura e artigianato”, the “Registro delle commissioni provinciali per l’artigianato” or the “Consiglio nazionale degli ordini professionali”. Recent extracts from such registers should therefore be submitted.

Applicants failing to do so shall automatically be excluded from participation.

Ineligibility

Any Applicant shall automatically be excluded from participation if:

- a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations;
- c) has been convicted of an offence concerning his professional conduct by a judgment which has the force of *res judicata*;
- d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the Italian legislation or legal provisions of the country in which he is established;
- f) has not fulfilled obligations relating to the payment of taxes in accordance with the Italian legislation or with the legal provisions of the country where he is established;
- g) is guilty of serious misrepresentation in supplying or failing to supply the information that may be required under this Call for Expression of Interest on the criteria for qualitative selection.

6.2 Qualitative criteria

Technical and professional capacity

The Applicant should possess the technical and professional capacity to realize a feasibility study and PDD for a CDM project.

The technical capacity of the Applicant will be assessed by using indicators such as:

- Key expertise / core business of the Applicant/s, years of operations, permanent technical staff;
- Previous experience of the Applicant/s in similar projects;
- Professional experience of the Applicant/s in the Balkan countries;
- Strength of proposed project team (training, professional qualifications, regional experience, years in the business).

Financial and economic standing

The financial and economic standing of the Applicant will be assessed based on, amongst others, the following indicators:

- Net equity;
- Net assets
- Total sales
- Gross profit.

6.3 Additional criteria

A proven interest to invest or to raise investment in the CDM project of interest shall be positively evaluated. Such interest could be expressed e.g. in an official letter or in the Applicant's Board of Directors' minutes.

7. COMMUNICATIONS AND INFORMATION

All communications concerning this Call for Expression of Interest shall be forwarded in writing and in English to:

Jelena Plamenac
 Tel: +382 20 48 22 44
 E-mail: jelena.plamenac@gov.me

Further details (e.g. FAQ) will be available on the web site of the Ministry for Spatial Planning and Environment of Montenegro:

[http://www.mse.gov.me/en/sections/clean-development-mechanism-in-montenegro-](http://www.mse.gov.me/en/sections/clean-development-mechanism-in-montenegro) (in English)

<http://www.mse.gov.me/rubrike/mehanizam-cistog-razvoja-u-crnoj-gori>
 (in Montenegrin)

and on the web site of the Ministry for the Environment, Land and Sea of the Republic of Italy:

www.minambiente.it clicking on 'News'.

ATTACHMENT I: COVER LETTER

(to be filled out jointly in case of joint applications)

<Letterhead of Applicant >

Expression of Interest for Preparation of Feasibility Study for CDM Project

I/we, the undersigned,.....(name),

being the legal representative of (name of the lead Applicant)

or

acting in the name of (specify if consortium, temporary association, etc., with the names of all the partners expressing interest jointly),

hereby submit the attached Expression of Interest for evaluation by the Steering Committee.

By doing so I/we apply for co-financing towards the preparation of the Feasibility Study for the **CDM Project** “PFCs Emissions Reduction in Aluminium Plant in Podgorica” in Montenegro.

The present Expression of Interest contains the following documents:

Number	Item	Included (yes/no)
<i>Required material</i>		
1.	General information	
2.	Proof of legal existence	
3.	Declaration on exclusion criteria	
4.	Financial statements and financial information summary	
5.	Reference list	
6.	Project team members	
<i>Additional material (please specify)</i>		

I/we hereby certify that the information and the documents provided are true and completely accurate.

(In case of joint application without a formal consortium)

In case of a successful application, the Partners bind themselves to establish the proposed consortium or to grant the Lead Applicant full power of legal representation before the signature of the financing contract with the Contract Authority.

Organization (Lead Applicant) :

.....

Name of legal representative

.....

Signature

.....

Date:

.....

Organization (Partner) :

.....

Name of legal representative

.....

Signature

.....

Date:

.....

ATTACHMENT II: GENERAL INFORMATION

(to be filled out by each partner in case of joint application)

Company information:

Name:.....

Postal address, zip code + city, country:

.....

Website URL (if any):

.....

Year of establishment:.....

Short description of key expertise / core business:

.....

.....

.....

Name of experts from the Company that shall be engaged in preparation of feasibility study:

.....

Contact details:

Contact person: Mr. /Mrs

Position in the company:

.....

Telephone / Fax / Email:

Bank details

Account holder

Account number:

Bank name and postal address:

.....

ATTACHMENT III: DECLARATION ON EXCLUSION CRITERIA

(to be filled out separately by each partner in case of joint application)

Name of the Company:

The Undersigned(name), being the legal representative of(name of the company) hereby acknowledges that(name of the Company) shall automatically be excluded from participation if :

- a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations;
- c) has been convicted of an offence concerning his professional conduct by a judgment which has the force of res judicata;
- d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the Italian legislation or legal provisions of the country in which he is established;
- f) has not fulfilled obligations relating to the payment of taxes in accordance with the Italian legislation or with the legal provisions of the country where he is established;
- g) is guilty of serious misrepresentation in supplying or failing to supply the information that may be required under this Call for Expression of Interest on the criteria for qualitative selection.

The undersigned as legal representative of(name of Company), herewith declares that none of the above exclusion criteria applies to(name of Company).

Upon request of the Contracting Authority,(name of Company), will provide documentation proving that none of the above exclusion criteria applies.

Company:.....

Name of legal representative:

Signature

Date:

ATTACHMENT IV: FINANCIAL INFORMATION SUMMARY

(to be filled out separately by each partner in case of joint application)

Name of the Company:

Years	2007	2008	2009
Net equity			
Total Assets			
Total sales			
EBIT (Earning before income taxes)			
Average full-time workforce <i>Of which, technical staff</i>			

Are the annual accounts audited? Yes / No

Note: Pls. attach year-end complete financial statements (balance sheets and profit and loss accounts) for the past 3 financial years

ATTACHMENT V: REFERENCE LIST

(to be filled out separately by each partner in case of joint application)

Name of the Company:

Project title	Country	Duration (from month/year to month/year)	Funded by	Short description of the project	Role performed (Lead, partner..)	Number of staff involved	Main expertise involved

ATTACHMENT VI: RESUME OF THE PROJECT TEAM MEMBER

(to be filled out jointly in case of joint application)

	Company (if applicable)	Key qualification(s)	Years of relevant experience	Experience in the Balkans (Yes/No)
Team Leader				
Expert I				
Expert II				
Expert III				
Expert IV				
Expert V				
....				
...				

Note: Pls. attach Curriculum Vitae in EC format.

TABLE I: EVALUATION CRITERIA

Total number of points = 100	
Criterion	Max score of points
Strength of the proposed project team	35
Experience of the Applicant/s in similar projects	30
Economic and financial standing of the Applicant/s	15
Proven interest in investing in the CDM project	10
Experience of the Applicant/s in the Balkan countries	10