

REQUEST FOR QUOTATION (RFQ) (Works)

DATE: 09/07/2025

REFERENCE: RFQ 01/2025

Design and Printing of the Montenegrin and English Versions of the “Fourth National Communication and First Biennial Transparency Report (FNC and BTR)”

Dear Sir / Madam:

We kindly request you to submit your quotation for RFQ 01-25 Design and Printing of the Montenegrin and English Versions of the “Fourth National Communication and First Biennial Transparency Report (FNC and BTR)”, as detailed in Annexes 3 of this RFQ. When preparing your quotation, please follow the instructions and information from Annexes 1, 2 and 3.

Offers shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of Ministry requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by Ministry. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on Ministry’s re-computation and correction of errors, its quotation will be rejected.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by Ministry after it has received the quotation. At the time of award of Contract, Ministry reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Ministry is not bound to accept any quotation, nor award a contract, nor be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Ministry’s vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can send your appeal to Appeals commission which is working based on the UNDP rules, and implemented by Ministry of Ecology, Sustainable development and Northern Region Development and, Government of Montenegro, you can communicate your vendor protest using the following email contact:

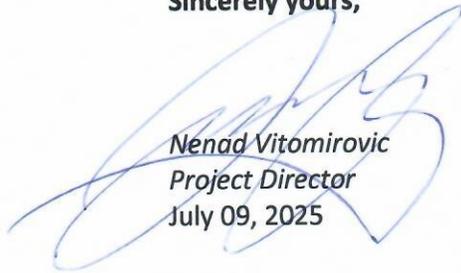
zalbe.gef@mert.gov.me

Ministry encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to Ministry if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

Ministry implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against Ministry, as well as third parties involved in Ministry activities.

Thank you and we look forward to receiving your quotation.

Sincerely yours,



Nenad Vitomirovic
Project Director
July 09, 2025