

## INVITATION FOR TENDERS

### Supervision of works “Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica”

#### Ulcinj - Montenegro

#### 1. Procedure

Open international

#### 2. Contract title

Supervision of works “Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica”

#### 3. Financing

Montenegro (hereinafter referred to as “the Borrower”) has received a loan from the European Investment Bank (hereinafter referred to as “the Bank”) towards the cost of the “Montenegro Water and Sanitation” project. Municipality of Ulcinj intends to exploit the loan of the Bank to finance contracts: “*Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica*” and “*Supervision of works “Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica”*”.

#### 4. The Client

Municipality of Ulcinj

Address: Blv. Gjerg Kastrioti Skenderbeu bb, 85360 Ulcinj, Montenegro

#### 5. Nature of contract

Fee-based

#### 6. Description of the contract

The works contract “*Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica*” will include the following main works:

- Construction of sanitary sewerage system in settlements Kodre, Bijela Gora, Totosi and Donja Bratica in the approximate length of 11.9 km.
- Construction of temporary pumping station in Ulcinjsko Polje for transport of collected sewerage to the existing sanitary sewer.
- Construction of stormwater collection in settlements Kodre, Bijela Gora, Totosi and Donja Bratica in the approximate length of 1.8 km.

Works contract is expected to be implemented within 365 days plus 365 days of Defect Notification Period (DNP).

The Consultant shall provide services for supervision of works that include acting as the “FIDIC Engineer” in accordance with the respective works contract indicated above, to be implemented according to the provisions of FIDIC General Conditions of Contract (Red Book - first edition 1999), as well as acting as “Technical Supervision” in accordance with relevant Montenegrin construction law. The Engineer shall

supervise the works in complete manner which includes all parameters relating to the required shape, type, quality, tolerances, functional standards, safety criteria, and limits on the whole-life cost of the permanent works upon completion; the tests which must be successfully passed after construction; the expected and required performance of the permanent works upon completion; the design life and durability of the permanent works upon completion; how the permanent works are expected to be operated and maintained upon completion; the operational software and manuals to be supplied; and details of the spare parts required to be provided and their cost. The Engineer is expected to administer/supervise the works contract in order to ensure its quality, cost-effective and timely completion.

The Supervision Contract will be implemented as per FIDIC Client/Consultant Model Services Agreement, Fourth Edition 2006 (White Book).

## **7. Maximum budget**

EUR 240,000.00 (two hundred forty thousands) excluding VAT.

## **8. Provisional timetable**

- a) Provisional commencement date of the supervision contract: November 2018
- b) Provisional commencement date of the works contract to be supervised: December 2018
- c) Initial period of implementation of tasks: 29 months

## **9. Qualification Criteria**

To be qualified for the award of a contract, tenderers must satisfy the following minimum criteria:

### **A) General**

#### **1) Eligibility Criteria:**

- Firms originating from all countries of the world are eligible to submit tenders.
- Tenderer shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified.
- Tenderer shall be disqualified if the Tenderer, an affiliate of the Tenderer, a party constituting the Tenderer or an affiliate of a party constituting the Tenderer, is under a declaration of ineligibility by the Bank, at the date of the deadline for Tender submission or thereafter, as well as if having been excluded as a result of the Borrower's country laws or official country regulations, or by an act of compliance with UN Security Council resolution.
- No affiliate of the Client shall be eligible to tender or participate in a tender in any capacity whatsoever unless it can be demonstrated that there is not a significant degree of common ownership, influence or control amongst the affiliate and the Client.

#### **2) Historical Non-performance:**

- A consistent history of historical non-performance and/or litigation awards against the Tenderer or any partner of a joint venture may result in rejection of the tender. Non-performance of a contract did not occur within the last **3 (three)** years prior to the deadline for tenders submission, based on all information on fully settled disputes or litigation.

### **B) Financial capacity:**

- 1) The candidate should have a minimum average annual turnover (defined as billing for supervision of works in progress and completed) of **EUR 250,000.00** (two hundred fifty thousands) for the last **3 (three)** financially closed years.

The candidate, intended as association/consortium/joint venture, shall nominate the Prime Consultant that shall comply the 60% financial criteria. The other members of the association/consortium/joint venture shall contribute indifferently to the remaining 40%.

Average annual turnover = (turnover year -2 + turnover year -1 + turnover last year) / 3

**Evidence:** The audited financial statements/balance sheets for the last 3 (three) financially closed years shall be submitted. All supporting documents should reflect the financial situation of the Tenderer or partner to a JVCA but not sister or parent companies.

### C) Technical capacity - contracts references:

- 1) Successfully completion at least **2 (two)** service contracts for supervision of sewerage network or water supply system/water distribution pipeline in the **5 (five)** years prior to the submission deadline, in the total length of at least 5 km.
- 2) Supervision as Engineer of **1 (one)** FIDIC Red Book or Yellow Book contract relevant to the realization of sewerage network or water supply system/water distribution pipeline in the **5 (five)** years prior to the submission deadline.

The candidate should have carried out the services requested at point c1) and c2) as Sole Consultant or Prime Consultant in a Association/Consortium/Joint Venture.

One individual contract, that covers both fields of expertise requested under c1) and c2) will be counted as two separate referent projects that comply with both c1) and c2) criteria.

**Note:** The project the tenderer refers to could have been started or completed at any time during the indicated period but it does not necessarily have to be started and completed during that period, nor implemented during the entire period. Tenderers are allowed to refer to projects completed within the reference period. The project will be considered if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, proof of final payment for services, etc.).

### D) Technical capacity - personnel references

- 1) The candidate should have at least **4 (four)** permanently employed university graduated engineers with university qualifications relevant to this assignment. The university graduated engineers have to be employed in the candidate's company at least **1 (one) year** prior to the deadline of submission of tenders.

The candidate, intended as association/consortium/joint venture, shall nominate the Prime Consultant that shall comply by itself with the 50% of criteria d.1; the other members of the association/consortium/joint venture shall contribute indifferently to comply with the remaining criteria d.1.

- 2) The candidate shall guarantee the following Key and Non-Key Experts:

Experts:	Position	Number
Key Experts	Project Manager	1
	Resident Engineer	1
	Civil Hydraulic Engineer	1

<b>Non Key Experts</b>	Surveyor	1
	Site Inspector (technician)	2

**a) Project Manager**

This expert must have the below qualifications:

Qualifications and skills

- University degree of civil, hydraulic, construction, environmental engineering, mechanical engineering or equivalent;
- Good command of spoken and written English;
- Computer skills in Office applications.

General professional experience

- At least 10 years of experience in the design and supervision of civil works and building construction.

Specific professional experience in last 10 years

- 3 assignments as a Project Manager/Engineer/Resident Engineer/Supervisor/ in supervision of the sewerage network projects and/or other projects of similar nature (water sector).
- Experience in using PRAG or FIDIC and/or similar legal instruments for works contracts.

**b) Resident Engineer**

This expert must have the below qualifications:

Qualifications and skills

- University degree of civil, hydraulic, construction, environmental engineering or equivalent;
- Good command of spoken and written English;
- Computer skills in Office applications.

General professional experience

- At least 7 years of experience in the design and supervision of civil works and building construction.

Specific professional experience in last 10 years

- 2 assignments as Resident/Supervisor/Site Manager in supervision of works even in Project of different nature
- Experience in using FIDIC and/or similar legal instruments for works contracts.

**c) Others: Key Experts and Non Key Experts**

The Engineer shall select and hire:

The key experts

Non Key Expert .

They must indicate clearly which profile they have so it is clear which fee rate in the budget breakdown will apply. All experts must be independent and free from conflicts of interest in the responsibilities accorded to them.

Key Experts:

- Engineering University degree;
- Minimum: 7 years of general experience;
- Minimum 5 assignments in last 5 years in design and/ or supervision in similar Projects according to the position they are proposed for (water and/or sewerage network);
- Minimum 2 assignments in last 5 years in the same position they are proposed even in Project of different nature;
- Good knowledge of English.

Non Key Experts:

Technicians, Surveyor:

- Technical education;
- Minimum 7 years of general experience;
- Minimum 5 assignments in last 5 years in design and/or supervision in similar Project according to the position they are proposed for (water and/or sewerage network);
- Minimum 2 assignments in last 5 years in the same position they are proposed for even in Project of different nature.
- Good knowledge of English.

Both for Key Expert and Non Key Expert, experience in FIDIC conditions contracts will be an asset.

**Note:** *At the moment of tender submission, the Tenderer must be accredited and registered for such type of activity by the national accreditation authorities of his country.*

*At the moment of Contract signing (or the latest on the Commencement Date), the Consultant will have to be accredited (authorised), registered and he (including his personnel) shall have all professional licence(s), certificate(s) (or right) necessary for the execution of the services, in accordance with the relevant legislation of Montenegro. All relevant expenses (for the above Personnel, as well as for all other staff which will be involved in the project implementation) are deemed to be included in the tender price.*

## **10. Tender security**

All tenders must be accompanied by a tender security of **EUR 5,000.00** (five thousand).

## **11. Pre-tender meeting and site visit**

There will be no pre-tender meeting and site visit.

## **12. Clarification of the tender document**

Requests for clarification shall be received by the Client no later than 14 days prior the deadline for submission of tenders.

The Client will respond in writing to any such request for clarification no later than 7 days prior the deadline for submission of tenders.

## **13. Tender validity**

Tenders shall remain valid for the 120 days after the tender submission deadline.

#### 14. Award criteria

Best price-quality ratio.

#### 15. How to obtain tender documents

Interested eligible Tenderers may obtain further information from:

Municipality of Ulcinj  
Attention: Mr. Mustafa Gorana  
Street Address: Blv. Gjerg Kastrioti Skenderbeu bb  
City: Ulcinj  
Postal Code: 85360  
Country: Montenegro  
Fax number: +382 (0) 30 425 005  
E-mail address: mustafa.gorana@ul-gov.me  
dragutin.sekulovic@procon.me

The tenderers are advised to send all written correspondence to all e-mail addresses.

A complete set of Tender Documents (instructions for downloading the electronic version of the tender documents will be provided) may be purchased on the submission of an application to the above address (bearing the name of the project) and upon payment of a non-refundable fee of **EUR 100.00** (one hundred) to:

##### **For the local companies:**

PRVA BANKA 535-5928-46

##### **For the foreign companies:**

INSTRUCTION FOR PAYMENT

RAIFFEISEN BANK - RZBAATWW (EUR, USD, GBP, CHF, SEK, AUD, CAD)

56: Intermediary bank: RAIFFEISEN ZENTRALBANK  
OESTERREICH AG VIENNA SWIFT  
CODE:RZBAATWW

57A: Account with institution:

PRVA  
BANKA  
CRNE  
GORE  
PODGORICA  
SWIFT CODE: PRVAMEPG

59: Beneficiary customers: ME25535005130000006564  
SKUPSTINA OPSTINE ULCINJ 26 NOVEMBAR  
BB Ulcinj

#### 16. Deadline for submission of tenders

All tenders must be delivered in closed envelopes bearing the mention “*Supervision of works “Ulcinj Municipal Infrastructure - Sewerage Network construction in the settlements of Kodre, Bijela Gora, Totosi and Donja Bratica”*” - Ref. No: 3700” not later than **25<sup>th</sup> October 2018 at 10:00 CET** (Central European Time - Ulcinj Time) at the following address:

Municipality of Ulcinj  
Blv. Gjerg Kastrioti Skenderbeu bb  
85360 Ulcinj  
Montenegro

**17. Tender opening**

Tenders will be opened on **25<sup>th</sup> October 2018 at 11:30 CET** in the premises of Municipality of Ulcinj, in presence of Tenderers representatives who choose to attend.

**18. Language of the procedure**

All written communications for this tender procedure and contract must be in English.