



EUROPEAN UNION

Delegation of the European Commission to the Republic of Serbia

Operations

Minutes of INFORMATION MEETING

Serbia Floods Rehabilitation Support"- Emergency works project "Flood Protection System – Macva" REPUBLIC OF SERBIA

IPA 2014, Publication ref.: EuropeAid/137976/DH/WKS/RS

Contract N^o: 14SER01/37/11

Belgrade, 22nd September 2017, 14⁰⁰, premises of the Delegation of the European Union to the Republic of Serbia

All participants were welcomed and companies' representatives reminded that the meeting was obligatory for all potential bidders. It was also pointed out that the meeting was aimed at clarifying procedural issues, while technical issues should be clarified in writing during clarification period.

1. Introduction by the Delegation of the European Union to the Republic of Serbia

a. Objectives:

- **Lot 1- East Zone**, Drenovac – Cevrtinja, Right river bank embankment of the Sava River from km: 18+030 to km 23+100
 - i) Reconstruct five (5) km of the right side river embankment according to newly defined parameters
 - ii) Constructions close to the embankment, used during the floods
 - iii) Reconstruct two service roads along the embankment and 6 access roads used for transport of material and machinery during emergency situations
 - iv) Reconstruct gravitation and pressure pipeline at the outlet into the channels Bitva in the pump station Kalenica Revenica location
- **Lot 2 - West zone**, Section 2: Banov Brod – Salas Crnobarski reconstruction of right embankment of the river Sava and of the river Drina (km: 52+832 - km: 63+753)

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- i) Reconstruct ten point nine (10.9) km of the right side river embankment according to newly defined parameters
 - ii) Constructions close to the embankment, used during the floods
 - iii) Construct and reconstruct service roads along the embankment, access ramps and 13 access roads used for transport of material and machinery during emergency situations as per the technical specifications in the Tender Dossier (TD) and clarifications.
- b. **Scope of works** has been defined by the Tender Dossier (TD).
- c. **Procurement and Implementation arrangements:**
 - The construction works will be procured through PRAG procedure and implemented through a FIDIC works contract approach.
 - EUD will engage Supervising Engineer to monitor the construction,
 - Special Conditions of the Contract are based on FIDIC (RED Book, General Conditions of Contract for Construction, First Edition 1999).
- d. **Time schedule:** as per the Tender Dossier
 - Access to site to be officially confirmed by Srbijavode, planned for the beginning of 2018
 - Implementation duration: 18 months from the commencement date to the Taking over of the works. It is expected that the contract is signed, a commencement order issued and a kick off meeting to be held in March 2018.
 - Works implementation should be performed starting in spring of 2018.

2. Presentation of the procurement procedure (EUD):

- Procurement is per PRAG procedure,
- Timing is per Instructions to tenderers,
- The submission date is 14/11/2017 at 12h, and EUD keeps right to decide whether some extension would be granted, but it is currently not planned,
- Tender opening session will be held 14/11/2017 at 14h,
- Tender Dossier should be respected, all forms filled in and signed, all requested information provided to the reasonable volume,
- Proof of completion of previous projects should be submitted,
- Proposed personnel should satisfy tender requirements. The experts' requirements of the TD should be strictly respected and that all listed experience should be substantiated by relevant documents in order to avoid time constrains in obtaining proper documents in evaluation phase (48hrs). Only two experts will be evaluated at the stage of evaluation of offers (Project Manager and Site Manager). After the contract signature and before the commencement date, the Contractor shall propose Site Engineer and Survey Engineer).
- Key personnel should be on site over the whole period of implementation,
- The criterion of awarding the contract is the price should the offer be found technically acceptable according to the Evaluation grids presented in the Tender Dossier.
- Time Schedule should fit into the requested period of implementation, should give sufficient information, showing clearly the milestones, duration of all activities, links between conditionally linked activities, etc.

- Bank guarantees with the text and value as in the TD, template to be strictly followed
- Bidders should use evaluation grids to check their offers before submission, but not to submit them filled in,
- Clarifications are part of the tendering procedure; whenever possible, the answers will be sent out as soon as possible. The last date for request of any clarifications is **24/10/2017 at 16:00** and the last date on which clarifications are issued by the Contracting Authority is **03/11/2017**,
- Questions are welcome at this meeting, but answers will be given in writing, as part of clarifications.

3. Presentation of the scope of work and the timetable and major milestones of the project: done by the beneficiary (Srbijavode).

It was stressed that the implementation period has to be respected. There is no possibility for extension of it, especially having in mind extremely difficult situation in the sector because of floods.

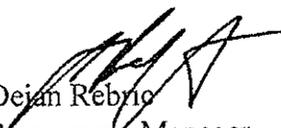
4. Results of the Site visit: Beneficiary (Srbijavode) reported that 16 companies visited the site 18-21/09/2017.

5. Miscellaneous – Tenderers were advised to pay special attention to the following:

- Selection criteria shall be strictly respected, so bidders should thoroughly check whether they met all criteria before submission of the bid.
- Project references listed in the bid have to fully meet the criteria listed in the Contract Notice.
- Bidders should make sure that Performance certificates, issued by supervisors or end users of the plants named in the bid as project references, are submitted as part of bid.
- Bidders should use the evaluation grids to make sure, before submission of their bids, that all questions are positively answered. This might reduce the number of clarification questions during the evaluation.
- Question and answer:
 - Q1: Should the required references for Project Manager and key experts be issued by company, i.e. employer, or by investors?
 - A1: By investors.

The meeting ended at 15⁰⁰

Belgrade, 22/09/2017


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