

## **EUROPEAN UNION**DELEGATION TO THE REPUBLIC OF SERBIA

Belgrade,

Ref:

## CONTRACTING AUTHORITY'S CLARIFICATIONS No. 1

Strengthening the Facilities of the Forensic Laboratory of the Republic of Serbia Publication ref.: EuropeAid/135220/DD/WKS/RS

No.	Question	Answer
1.	In the instruction to tenderers, Volume 1—Section 1, TENDER PREPARATION, 10 LANGUAGE OF TENDER it is stated:  The tender and all correspondence and documents related to the tender exchanged by the tenderer and the Contracting Authority must be written in the language of the procedure, which is English. All correspondence relating to payments, including invoices and interim and final payment certificates, must also be sent to the Contracting Authority in English.  If supporting documents are not written in one of the official languages of the European Union, a translation into the language of the call for tender must be attached. Where the documents are in an official language of the European Union other than English, it is strongly	As in line with article 10 of Tender Dossier Volume I Instructions to Tenderers, please note that "if supporting documents are not written in one of the official languages of the European Union, a translation into the language of the call for tender must be attached". Verification by the court certified translator is not obligatory.
	recommended to provide a translation into the language of the call for tenders, in order to facilitate the evaluation of the documents.	
	Please clarify following:  Must tenderer provide translation into the language of the call for tender (English) of all the proof document to be submitted with the tender ie:	
	• the documents issued by the Serbian authorities (e.g. copy of the registration certificate issued by the Serbian Business Registers Agency to be supplied with the form 4.1)	
	<ul> <li>professional licences issued or validated by the relevant National Authorities</li> </ul>	



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	• the certificates from the relevant Contracting Authorities to be submitted with the Form 4.6.4.?  If the tenderer must provide the translations mentioned, please clarify must the translations be verified by the court certified translator?	
2.	With the form 4.4, item 4.4.4. tenderer should attach "copies of the company's certified statement of account for the previous three years". Please clarify if BON JN — Solvency report for public procurements issued by Serbian Business Registers Agency is an acceptable proof document for this item?	Please note that in accordance with the applicable Practical Guide to Contract procedures for European Union External actions, section 5.3.4, when providing answers to Tenderers questions during the tender preparation period, "the Contracting Authority cannot give a prior opinion on the assessment of the tender".  Please refer to article 12 of the Tender Dossier Volume I Instructions to Tenderers, Information/documents to be supplied by the tenderer.
3.	Please provide us drawings for: A10.Doors Aluminium Joinery A11.Windows Joinery A12.Fire protection metal works A13. Smoke protec alum joinery A14. Metal Works	Please note that all the drawings are provided in Tender dossier Volume V and are considered sufficient for preparation of the tender offer.
4.	For the positions (equipment) that is procured from donations, our price implies only for mounting of equipment?	Mounting of the equipment is not within the scope of this tender procedure and does not fall under the obligation of the Contract and hence the Contractor for the subject procurement procedure.
5.	If a tender offer is submitted by a group of tenderers (consortium), who must submit the performance guarantee? Does it have to be submitted by the lead member of the consortium or it is enough that the member who gives the performance guarantee be a part of the consortium?	Please refer to Article 15 of the Tender Dossier Volume II General Conditions, as well as article 26 of Tender Dossier Volume I Instructions to Tenderers, and Tender Dossier Volume II, Section 4 – Specimen Performance guarantee.  Specifically, in line with article 26.1 of the Tender Dossier Volume I Instructions to Tenderers "within 30 days of receipt of the contract already signed by the Contracting Authority, the selected tenderer must sign and date the contract and return it, with the performance guarantee (if applicable) to the Contracting Authority. On signing the contract, the successful tenderer will become the Contractor and the contract will enter into force" as well as General Conditions article 15.1 "the Contractor shall, together with the return of the countersigned contract, furnish to the Contracting Authority a guarantee for the

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		full and proper performance of the contract."  Further to this please also note that in line with Annex A1 to PRAG "Glossary of terms", the Contractor is: "Any natural or legal person or public entity or consortium of such persons and/or bodies selected at the end of the procedure for the award of the contract. The successful tenderer, once parties have signed the contract."
6.	In the electrical and thermo-technical parts of BoQ it is written that the equipment is donated, but the work descriptions say "The account is to be made for complete materials and work."  Should the prices be given for the equipment as well, or only for the installation?	The equipment and the installation of the equipment referred to is not within the scope of this tender procedure and does not fall under the obligation of the Contract and hence the Contractor for the subject procurement procedure.
7.	Please, provide us with hardware and joinery diagrams so as that we could prepare an appropriate offer	Please note that all the documentation, information, technical specifications and drawings are provided in the Tender dossier Volume I to V, and are considered sufficient for preparation of the tender offer.
8.	In Item A.9.1, is it necessary to fulfil the wall thickness requirement or is it more important to fulfil the fire resistance requirement	Please note that in accordance with the applicable Practical Guide to Contract procedures for European Union External actions, section 5.3.4, when providing answers to Tenderers questions during the tender preparation period, "the Contracting Authority cannot give a prior opinion on the assessment of the tender".
		Please also refer to article 22 of the Tender Dossier Volume I Instructions to Tenderers and note that in line with 22.2 "the committee will analyse the tenders' technical conformity in relation to the technical specifications, classifying them technically compliant or non-compliant".
9.	In Item A.9.2, the description specifies a three-layer cladding, and according to the default thickness, two-layer cladding is required, and should moisture resistant plates or fire resistant plates be used?	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.9.2, two - layer cladding is correct. Please also refer to Tender Dossier Volume IV, Bill A, item A.9.2 requirements where it is defined that both moisture and fire resistance have to be fulfilled.
10.	In Item A.9.3, the required thickness is 112,5 mm, and according to the description it is 137,5 mm, thus we ask you to determine the required thicknesses	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.9.3 the required thickness is 112.5 mm.

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11.	In Item A.9.6, should we meet the fire protection requirements or follow the technical description which we consider to be much more expensive?	Please see the answer to question no. 8 above.
12.	In Item A.9.7, in the first sentence, it is stated that the ceiling shall be made of single plasterboard panels, 12.5 mm, and in the second one, the ceiling shall be made of double-layer set GKF panels, 12.5 mm, on UA box sections, so please define which of the two is true?	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.9.7 the ceiling shall be made of single plaster board panels 12,5mm.
13.	In Item A.9.8, mineral wool with such specific weight is not available in the provider's production programme?	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.9.8 stone mineral wool 30mm thick fire resistance A1-not burning material with minimum $\lambda$ =0.035W/mk should be placed.
14.	In Item A.9.9, as both plain ceilings and fireproof ceilings are specified, how many revisions per type is required?	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.9.9, all specified revisions are required only for plain ceilings.
15.	In Item A13.1, it is necessary to define both the door dimensions and glass pane sizes?	<ul> <li>For item A.13.1 of Tender Dossier Volume IV, Bill A please note the following:</li> <li>Size of the opening is 266/240cm.</li> <li>Two wings door 160/240cm and two fixed parts aside 53/240cm. Glass on the wings is 59/195cm and on fixed parts 37/195. Full lower part of the elements is 30cm high.</li> <li>All measures shall be checked on the site.</li> <li>All other descriptions stay the same.</li> </ul>
16.	In Item 12, fire screen door dimensions should be determined; is opening thereof performed hydraulically or by means of sensor control; it must be specified whether it is permanently in a closed position, and is opened, as required; shall the loging device be mounted on one wing or both wings, as in the case of locking device mounted on both wings a lock-coordination unit should be available; shall the anti panic button be mounted on one door wing or on both of them?	For item 12, please refer to Chapter 19 of Tender Dossier Volume III Technical Specifications, Tender Dossier Volume IV, Bill A items A.12.1-6, A.9.1-2, E.1.16 and Tender Dossier Volume V drawing No. 18, where information about the doors are given in detail.
17.	In Item Ko A.7, is it referred to electro conductive flooring or anti static flooring?	Please note that as in line with the published Tender Dossier Volume IV, Bill A, item A.7, anti-static floor is designed.
18.	In order to prepare our bid properly, we need to be provided with the PLC connection layouts in Item 1.1; 1.2; 5.1 AIR CONDITIONING SYSTEM CABINET	Please note that as in line with the published Tender Dossier Volume IV, Bill I, items I-1.1, I.1.2 and I.5.1 give detailed description of PLC. Size of the cabinet depends of the

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	RO-KS1, RO-KS2, RO-TP (PLC type Sauter) in BoQ I ELECTROMOTIVE DRIVE, or detailed description of PLC's above.	components built in, approximately 100/60/22cm.
19.	Please tell us in the preparation of tenders relating to Strengthening the facilities of the forensic laboratory of the Republic of Serbia, EuropeAid/135220/DD/WKS/RS, explain the following:	Please find the timetable including all relevant date and time requirements regarding the subject procedure on page 4 of the published Tender Dossier Volume I Instructions to Tenderers.
	What is the date in question and when it is scheduled? Is it mandatory for the bidders / bidders?	In line with article 13 of the Contract Notice, please note that no information meeting or site visit has been planned.
20.	On your website there is no information. Also, there are no questions or answers, explanations, and we are interested in whether it is possible nobody has instructed request for clarification / answers? The tender documentation states that it is under financial sources.	The tender dossier is available for download from the EuropeAid website at <a href="https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&amp;nbPubliList=15&amp;orderby=upd&amp;orderbyad=Desc&amp;searchtype=RS&amp;aofr=135220">archtype=RS&amp;aofr=135220</a> and from the website of the Delegation of the European Union to the Republic of Serbia <a href="https://www.europa.rs">www.europa.rs</a> . Please note that in line with article 18 of the Works contract notice eventual clarifications or minor changes to the tender dossier will be published at the latest 11 days before the submission deadline on both of these websites.
21.	Also, we did not find a document in PDF format dj1_fif_en.pdf dj2_lefind_en.pdf dj3_lefcompani_en.pdf and dj4_lefpublic_en.pdf.  Please write to us correct link where there is the information to download.	Please note that in line with Section 4, Form 4.5a and Form 4.5b of Tender Dossier Volume I Instructions to Tenderers, both of these forms can be downloaded from <a href="http://ec.europa.eu/europeaid/prag/document.do?locale=en">http://ec.europa.eu/europeaid/prag/document.do?locale=en</a>
22.	Also, if you are responsible contractor must be employed by the bidder or may be engaged under a contract of temporary jobs for the realization of this acquisition?	Please refer to Works contract notice section Terms of Participation, specifically article 8 and article 9.
23.	What should be submitted as evidence for reference?	Please refer to article 12 of Tender Dossier Volume I Instructions to Tenderers.
24.	Does he have a contract, and the situation for the works to be carried out in English?	As in line with article 10 of Tender Dossier Volume I Instructions to Tenderers, please note that "The tender and all correspondence and documents related to the tender exchanged by the tenderer and the Contracting Authority must be written in the language of the procedure, which is English".
25.	Does the bank guarantee for the bid, information about the Purchaser shall be written in English? Is it necessary to submit a letter for the issuance of bank guarantees, performance bonds and defects, also in	Please see the answer to question no. 1 and no 24 above.

No.	Question	Answer
	English?	
26.	Is it necessary that the bidder submits an ISO certificate?	Please note that it is not obligatory to attach ISO certificate, however please note that all the related provisions of article 12 of Tender Dossier Volume I Instructions to Tenderers must be respected. However, please note requirements of quality assurance systems under Tender Dossier Volume I, Section 4, Form 4.6.7.
27.	Is there a Bill of Quantities of works in Serbian? Significantly help us in the work, so we drew up a final deal.	Please see the answer to question no. 24 above.
28.	Do you follow the Law on Public Procurement RS? Is it necessary to provide you with evidence of art. 75 and 76 PPL or something else?	Please note that the provisions of the Practical Guide to contract procedures for EU external action are applicable to this procurement procedure. For full information about procurement procedures please consult the Practical Guide to contract procedures for EU external action and its annexes, which can be downloaded from the following web page: <a href="http://ec.europa.eu/europeaid/work/procedures/index_en.htm">http://ec.europa.eu/europeaid/work/procedures/index_en.htm</a> as specified on page 2 of the Tender Dossier Volume I Instructions to Tenderers.
29.	In point 12.1.9 you request information about the tenders technical qualifications, including a "list of plant for execution of the contract. The descriptions must demonstrate the tenderer's ability to complete the works and should include: -trucks; -concrete mixing and placing plant; -cranes and lifting equipment; -tools." The language is not quite clear, as we can secure any type of equipment but you do not specify it. Also, we are building a laboratory, what is the use of a crane, or a concrete base, etc What type of description in this sense do you require? Do you need something specific or not?	Please note that as in line with article 12.1.9 of Tender Dossier Volume I Instructions to Tenderers, "the information about the tenderer's technical qualifications must follow the forms in Volume I, Section 4 of the tender documents and the descriptions must demonstrate the tenderer's ability to complete the works and should include:  -trucks;  -concrete mixing and placing plant;  -cranes and lifting equipment;  -tools."  Proposed equipment should correspondent to the Contractor's methodology and required scope and type of works.
30.	In point 14 you describe the period of validity of the offer, but points 14.1 and 14.2 seem contrary to 14.3. In 14.1 you request a period of 90 days, and then mention 40 and 60 days. Do you require 90+40 or 90+60, or 90+40+60? This is important because of the bank guarantee,	Please note that article 14 of Tender Dossier Volume I Instructions to Tenderers refers to period of validity of tenders. Regarding the Tender guarantee, please refer to article 15.3 of Tender Dossier Volume I Instructions to Tenderers, where "the tender guarantee must remain valid for 45 days beyond the period of

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	which as you know is dated.	validity of the tender, including any extensions, and be issued to the Contracting Authority for the requisite amount"
31.	In the bill of quantities, Air conditioning section, it is specified that the offered equipment should be Mitsubishi. Can we offer an equivalent (including technical specifications) or must that be the specific manufacturer?	Please see the answer to question no. 6 above.
32.	Within the bill of quantities there are various items marked in red and described as "purchased through donation". Could you please clarify whether this means; - that they are being tendered separately and that you expect us to give you an offer for their installation only, or; - that we are to offer you the equipment but that it will be paid for separately under different conditions? In case that the equipment is being procured separately, and you expect us to make an offer for the installation, we must know who the manufacturer is in each case, as obviously some equipment can only be installed, commissioned, and serviced by an authorised company/service/distributor.	Please see the answer to question no. 6 above.
33.	When will it be possible for the Bidders to visit the construction site related to the project of Reconstruction and adaptation of part of the facility UKP NKTC laboratories for physical and chemical properties and toxicological expertise?	Please note that in line with Article 13 of Works contract notice, as well as article 6 of the Tender Dossier Volume I Instructions to Tenderers, no information meeting/site visit is planned nor it will be held by the Contracting Authority.
34.	Please send us contact of the person/people we can address to in order to visit and inspect the site of the works.	Please see the answer to question no. 33 above
35.	The items marked red in the entire bill of quantities and saying EQUIPMENT PROCURED FROM DONATIONS – does this mean that this equipment already exists (it is already bought) and we should offer only installation price, or we should offer installation + equipment price(total price).  List of ITEMS:  Sec A.11.1 Supply of material, construction and installation of window parapet covers of MDF. EQUIPMENT PROCURED FROM DONATIONS	Please see the answer to question no. 6 above.

No.	Question	Answer
	Sec C.5.1-Sec C.5.15 Delivery and installation of outdoor units of the VRF system, Mitsubishi Electric product with sub-construction EQUIPMENT PROCURED FROM DONATIONS	
	Sec C.6.1- Sec C.6.4	
	Sec B.1 – Diesel aggregate.	
	Sec E. 3.14. Device for uninterrupted power supply of active equipment in the communication cabinet equivalent to the type of EATON, PW9130I-2000R-XL2U Online UPS, RM (2U), 2000VA/1800W, 6/16 min, 6xIEC-C13 EQUIPMENT PURCHASED BY DONATION	
	Sec E. 4.1- Sec E. 4.8	
	Sec E. 21. Programming of the access control system, putting it into operation, and its handover with the training of personnel. PURCHASED BY DONATION	
	Sec G. 1 AUTOMATIC GAS DETECTION	
	SEC I. 3.2.ACOMMAND CENTER (OPTIONAL)	
	Sec H.1.7 - Sec H.1.20 Distribution of special gasses	
36.	Questions regarding BILL A	Please note that all the materials offered must
	VI. FLOOR WORKS-TILING	comply with the technical specifications and requirements of the Tender Dossier and that no
	Please specify the type of the tiles, if possible (manufacturer and similar data).	other limitations are imposed.
	<ul> <li>Sec A.6.1 - slip proof granite tiles in corridors - TYPE</li> </ul>	
	<ul> <li>Sec A.6.4 and 5 - ceramic tiles in sanitary blocks and kitchenettes—TYPE</li> <li>Sec A.6.6 and 7 - acid resistant ceramic</li> </ul>	
	tiles in laboratories— TYPE	
!	VII. FLOOR WORKS-floor under-layers	
	• Please specify the type of the antistatic flooring, if possible (manufacturer and similar data).	
37.	JOINERY A10-A16 Please send us Detailed drawings -	Please see the answer to question no. 3 above.
	JOINERY SHEMES, if possible, for the following joinery:	
	Sec A. 10 X. DOORS & WINDOWS-	
	ALUMINIUM JOINERY Sec A. 11 XI. WINDOWS-JOINERY	
	Sec A. 12 XII. FIRE PROTECTION	
	METALWORK AND FAÇADE	



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	COVERING Sec A. 13 XIII. SMOKE PROTECTION ALUMINIUM JOINERY Sec A. 14 XIV.METALWORKS Sec A.16. XVI ENTRY ZONE	
38.	Could you please clarify if tenderers must submit prices for all of the articles in the Bill of Quantities? Are articles marked with red color excluded from the offer?	Please note that in line with article 13.2 of Tender Dossier Volume I Instructions to Tenderers, "the tender price must cover all works as described in the tender documents".  Articles marked with red are not within the scope of this tender procedure and does not fall under the obligation of the Contract and hence the Contractor for the subject procurement procedure.
39.	There are no schemes of aluminum, or locksmith works, fire protection metal works, smoke protected A10, A11, A13. Can we get it?	Please see the answer to question no. 3 above.
40.	A14.2-4 match filter container that looks missing. Are the doors on these containers usually metal or thermal panels?	For the technical requirement in question, please refer to Tender Dossier Volume IV, Bill A, item.14.2 - A 14.4.
41.	Is it possible to provide us details of gatekeeper kiosk at the entrance, A. 16/1?	Please see the answer to question no. 3 above.
42.	Is it known the type and sizes of ceramic tiles?	Please see the answer to question no. 36 above.
43.	Part of works XII fire protection metal work, missing drowings for the fire protected doors and missing dimension of doors in B and Q.	Please see the answer to question no. 3 above.
44.	Is it necessary a specially registration for download the tender documentation?	The tender dossier is available for download from the EuropeAid website at https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=135220 and from the website of the Delegation of the European Union to the Republic of Serbia www.europa.rs.
45.	Part of works XI windows joinery – shall price include only work, or work and material (note equipment procured from donations, noticed in B or Q)	Please note that in line with article 13.2 of Tender Dossier Volume I Instructions to Tenderers, "the tender price must cover all works as described in the tender documents".  Articles (equipment and installation of equipment) marked with red are not within the scope of this tender procedure and does not fall

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		under the obligation of the Contract and hence the Contractor for the subject procurement procedure.
		All other items listed in the Tender Dossier where there is no note "Equipment procured from donation" are subject of this tender.
46.	Can we get the scheme for staircase folding barrier?	Please see the answer to question no. 3 above.
47.	Can we for positions red colored offer only installation? Whether the equipment covered by those items are purchased from donations and the contractor offered a price installation or?	Please see the answer to question no. 6 above.
	It is concern the following position:  BILL E – Telecommunication installations	
	Pos. E1 automatic fire detection pos. E.1.1-E.1.7 and E.1.15	
	Pos. E£ Structured cabling system pos. E3.14	
	Pos. E4 Surveillance video system pos. E.4.1-E.4.8	
	Pos. E5 Access control system pos.E.5.1- E.5.4, E.8-E.10, E21	
	Bill D- Electrical installations	
	B. Diesel Aggregate pos. B.1-B.8	
	B. UPS pos. C.1, C.2 Bill G – Automatic Gas detection	
	Pos. G1.1-G1.12	
	e.g. What works included by this position ( what is necessary to offer):	
	Sec G.1.11 Commissioning. The service includes:	
	inspection of correctness of the performed installation,	
	switchboard programming and commissioning,	
	delivery of documents (operation and programming manual, list of devices and certificates),	
	transfer and composition of a report on the corectness and functional testing. Set 1	
	Sec G.1.12	
	Preparation of as-built design in printed and electronic form lump sum 1	
	Bill 1 – Elektromotive drive cabinets	



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48.	Whether instead of respective taking-over or final acceptance certificate as evidence of completed works we can attach a final statement?	Please note that in line with article 16 b) of the Works contract notice as well as article 12.2.b) of Tender Dossier Volume I Instructions to Tenderers, "Copies (ordinary copies, with translation into English) of the respective taking-over or final acceptance certificates signed by the supervisor/contracting authority/employer of the projects concerned must be submitted"
49.	Whether key personnel must be employed by the tenderer or they can be engaged by contract of engagement for works?	Please note that the requirements of both article 16 of Works contract notice as well as article 12.2 of the Tender Dossier Volume I Instructions to Tenderers regarding the professional capacity of the tenderer must be fulfilled.  Please also refer to Form 4.6.1.1 and Form 4.6.1.2 of the Tender Dossier Volume I, Section 4.
50.	Is it necessary for the required plant and equipment attached sale contract or lease contract? Or some other evidences about possession of these plant?	Please note that as in line with article 12.1.9 of Tender Dossier Volume I Instructions to Tenderers, "the tenderer must indicate whether this equipment is owned, hired or used by a subcontractor. Manufacturer's documents fully describing the equipment must be submitted with the tender (Form 4.6.2)". No requirements for sale or lease contract is included.
51.	Considering that ours final acceptance certificates as proof for the works that we were responsible of, are enormous (round 800 pages), will you consider offer acceptable if we submit first page with title and last pages with specified types of works translated in english, and serbian copies with signature and stamp of supervisor/contracting authority?	Please note that in accordance with the applicable Practical Guide to Contract procedures for European Union External actions, section 5.3.4, when providing answers to Tenderers questions during the tender preparation period, "the Contracting Authority cannot give a prior opinion on the assessment of the tender".  Please note that in line with article 16 b) of the Works contract notice as well as article 12.2.b) of Tender Dossier Volume I Instructions to Tenderers, "Copies (ordinary copies, with translation into English) of the respective taking-over or final acceptance certificates signed by the supervisor/contracting authority/employer of the projects concerned must be submitted"
52.	Provisional sum of 10% (specified in the contract) refers to?	Please note that as stated in the Draft Contract form of Tender Dossier Volume II, Section 1" "The provisional sum envisaged to be used in case of unforeseen work, is subject to the prior approval of the Contracting Authority as specified in Article 37.3 of the Special Conditions of the Contract."  Please refer further to article 37.3.3 of Special

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		Conditions of Tender Dossier Volume II, Section 3, stating that "10% of the Contract price foreseen as contingencies covers additional works not included in the original Technical Specifications. The Contracting Authority could consider as unforeseen works only the works which are deemed necessary by the Supervisor, not foreseen in the original Technical Specifications, and that couldn't have been foreseen by a professional in the field of the current contract. These works should be approved in advance by the Contracting Authority."
53.	We give prices without VAT? Do we need to state VAT somewhere?	Please refer to article 13.3 of the Tender Dossier Volume I Instructions to Tenderers where "Prices do not include taxes and fiscal duties, as exoneration is explicitly given in the contract. Non-exonerated taxes and fiscal duties, apart from those stated separately in the financial tender templates, are covered in: the prices of the Bill of Quantities"
54.	Could you please inform us when the site visit and clarification meeting will be organized?	Please see the answer to question no. 33 above