



Belgrade,

## CONTRACTING AUTHORITY'S CLARIFICATIONS No. 1

## "Refurbishing and furnishing of the EUIC Belgrade"

Publication ref.: EuropeAid/136948/DD/WKS/RS

No	Question	Answer
1	<p>Clause 12. INFORMATION/DOCUMENTS TO BE SUPPLIED BY THE TENDERER, 12.2 C) Technical capacity of candidate: a) In the past 5 years (from 01.01.2010 to the tender submission deadline), the tenderer must have completed as prime contractor at least two (2) projects of a nature and complexity similar to those of the works in the tendered contract, each of them with a minimum value of at least 400,000 Euro.</p> <p>Will the Contracting Authority consider the projects of <b>new construction and furnishing of similar business buildings</b>, which the contractor completed as prime contractor, as relevant projects to prove the technical requirement specified in previous paragraph?</p>	<p>The evaluation of the submitted offers will be performed by an evaluation committee. According to section 5.3.4 of the Practical Guide, "<i>the contracting authority cannot give a prior opinion on the assessment of the tender</i>", therefore the question cannot be answered at this stage.</p> <p>The requirements for the technical capacity are clearly defined in the published contract notice (article 16.C) and in the Instructions to Tenderers, article 12.2.C).</p>
2	<p>Clause 12. INFORMATION/DOCUMENTS TO BE SUPPLIED BY THE TENDERER, 12.2 B) The tenderer (consortium as a whole or sole tenderer) must fulfil the following criteria: e) Should have at least 15 professional staff with experience in similar projects.</p> <p>Please kindly explain whether it is necessary for the tenderer to submit evidence to substantiate the above criteria, and if so, please kindly indicate the evidence to be submitted.</p>	<p>According to clause 12.2 of the Instructions to Tenderers "<i>in order to be eligible for the award of the contract, tenderers must provide evidence that they meet the selection criteria. This must be provided by tenderers using the forms described in 12.1 above and any additional forms tenderers may wish to use</i>". As evidence to substantiate the quoted criterion, the Tenderer may submit, in addition to the information in Form 4.6.1.1, a list of the professional staff meeting these requirements together with the information on their experience in similar projects. CVs of these professional staff may be included as well.</p>
3	<p>Clause 15. Tender Guarantee. 15.3. The tender guarantee <b>must remain valid for 45 days beyond the period of validity of the tender</b>, including any extensions, and be issued to the Contracting</p>	<p>According to section 15.3 of the Instructions to Tenderers, the tender guarantee "<i>must remain valid for 45 days beyond the period of validity of the</i></p>

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	<p>Authority for the requisite amount.</p> <p>and</p> <p>Tender Guarantee Form: para 3. We note that the guarantee will be released at the latest within <b>45 days of expiry of the tender validity period, including any extensions, in accordance with Article 15 of the Instructions to Tenderers [and in any case at the latest on (one year after the deadline for submitting tenders)].</b></p> <p>Please, kindly confirm validity of Tender Guarantee: is it 45 days beyond the period of validity of the tender, or one year after the deadline for submitting tenders?</p>	<p><i>tender, including any extensions".</i></p> <p>The tender guarantee form, included in the tender dossier in section 3 of volume 1, gives two options to the tenderers: either to have the validity of the tender guarantee linked to the validity of the tender ("<i>the guarantee will be released at the latest within 45 days of expiry of the tender validity period, including any extensions, in accordance with Article 15 of the Instructions to Tenderers</i>"), without a precise expiry date or, where a precise expiry date has to be specified, to use the optional text and set such expiry to be at least 1 year after the deadline for submission of tenders ("<i>and in any case at the latest on (one year after the deadline for submitting tenders)</i>").</p>
4	<p>The Bill of Quantity no 5. – Extra low voltage - items SCS and IT - <b>5.2</b> (5.2.2, 5.2.3 and 5.2.4), <b>5.3</b> - TV, Video and Audio (items 5.3.1 - 5.3.4, 5.3.5 - 5.3.9), <b>5.4</b>-IPTV (5.4.1 and 5.4.2), <b>5.5</b> Burglar Alarm System and Fire</p> <p>Alarm System <b>5.6</b> – it is stated in the description: Assembling, connecting and installation of the following equipment, but no supply/procurement.</p> <p>Question: Who supplies the equipment for Extra low voltage systems?</p>	<p>Extra low voltage systems are separate contracts.</p>
5	<p>In the Tenderer's Declaration item 3: The price of our tender [<i>excluding the discounts described under point 4</i>] is: - which number from the BoQ (Breakdown of the Lump-sum, sheet 4.2.Summary) has to be written here – TOTAL or GRAND TOTAL with 10%Contingencies?</p>	<p>The price of your tender to be quoted in item 3 of the Tenderer's Declaration is the GRAND TOTAL from volume 4.2, i.e. the total price including the 10% contingencies.</p>
6	<p>Bill of Quantities no1 – Architectural works <b>A.8.3</b> Procurement of materials and manufacturing for fire protection for a period of 90 minutes complete existing steel structure. – <b>Please specify/indicate the existing steel sections.</b></p>	<p>The existing steel sections are in the ceiling of the ground floor.</p> <p>The steel profiles are as follows:</p> <p>I 300mm – length 7.0m – 3 pieces</p> <p>I 200mm – length 3.2m – 1 piece</p> <p>I 200mm – length 2.0m – 2 pieces</p>

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		U 200mm – length 2.0m – 2 pieces
7	<p>Bill of Quantities no1 – Architectural works – The following items do not exist in the drawings/furniture plans nor in Volume 3 Technical Specification – is this a mistake/surplus?</p> <p>1.15.17 Procurement of materials, manufacturing and installation of conference table pc 12.00</p> <p>1.15.18 Procurement of materials, manufacturing and installation of conference table pc 2.00</p>	<p>In an intermission of a conference, the mentioned tables will form a roundtable for 26 people. In every-day situation they should be placed under the bleachers.</p>
8	<p>Bill of Quantities no1 – Architectural works <b>A.12.1</b> Hanging ceiling grid consisted of veneered medium-density fiberboard (MDF) - anticipated weight of the ceiling according to the detail and the description is 30kg/m<sup>2</sup> – is this included in the structural analyses design of the existing ceiling?</p>	<p>Yes, it is included in the structural analysis design of the existing ceiling.</p>
9	<p>In tender documentation (EuropeAid/136948/DD/WKS/RS) on page 10 of 66 it is specified that the Contractor shall propose the following staff which include one Quality Assurance/Quality Control Engineer, with a minimum of 5 years, preferably 8 years of relevant post-graduate professional experience.</p> <p>Do you accept temporary employment contract, or workers must be permanently employed?</p>	<p>Article 12.1.9 specifies that "<i>The Tenderers shall commit that the key staff listed will be available on the site during construction works as per the requirement of the work programme</i>". No specific condition on the type of employment of the staff proposed for the execution of the contract is set by the Tender Dossier.</p>
10	<p>Item 1.17.5</p> <p>Technical report specifies that engine (motor) will be with curtain. Is motor controlled by the remote control, or connected to the Smart house system, or with regular switch (depending on mentioned options difference in price for this item is up to 2,000.00€)?</p>	<p>Regular switch –as stated in Volume III-Page 95, Item D.5.6.</p>
11	<p>Item 1.7.24</p> <p>Green wall - plants are not specified (types and sorts)? Requirement for warranty and maintenance in warranty period is not specified? If warranty is required is watering and control system a must? Mentioned options can significantly increase the price of this item.</p>	<p>Plant species:</p> <ul style="list-style-type: none"> <li>- Parlenocissus quinquefolia</li> <li>- Hedera helix</li> <li>- Adiantum L</li> </ul> <p>The warranty period is one year and the watering system is required.</p>
12	<p>Item 1.1</p>	<p>Expected colours are earth colours - grey,</p>

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	Ceramic tiles - colour is not specified?	beige, sand, brown, etc. The exact colour will be confirmed/agreed during contract implementation.
13	Item 1.20.2 Wallpaper - only specified as graphic print, and not the colour?	Photo applied on the wallpaper and assembled.
14	Please be so kind to send us the form for application in word format which would help us fill in the form.	Please find attached, as Annex to the Contracting Authority's Clarifications no. 1, the complete Volume 1 of the Tender Dossier as an editable MS Word document. Please note that in case of discrepancies between the editable version and Volume 1 attached to the published Tender Dossier, the latter prevails.
15	Does the Investor take the necessary actions with competent local authorities, in order to provide official permission for occupancy of sidewalk at Kralja Milana street? This information is very important because of demolition process at working site, loading debris and transport to the dumpsite. Please inform us of exact period during the day (and/or during the night) when it is possible to perform site works? Does the cost of occupancy sidewalks will be paid by the Investor or Contractor?	In case it is necessary, the Contracting Authority will take actions with the competent local authorities in order to provide official permission for occupancy of sidewalk at Kralja Milana street.  The periods during the day when it is possible to perform site works, according to the Serbian regulations, is 8:00 – 13:00 and 17:00 – 22:00.
16	Is there a possibility getting the documentation (Terms) given by Institute for protection of monuments?	The terms given by the Institute for protection of monuments have been procured, and the insight will be allowed to the future contractor.
17	Is there a possibility to organize visit inspection with construction designer because we have many demolition works where Investor requires securing (supporting) the structure?	The site can be inspected in accordance with article 6.1 of the Instructions to tenderers. Prior notice has to be given to the contracting authority to ensure access and no questions/answers will be allowed during such inspection.  Additionally, the Tenderers have to be aware that the visit is done on their own responsibility, expense and risk. The visitors have to ensure that they are properly equipped with appropriate protective equipment.
18	Position 1.5.5 and 1.5.7 - Architectural Works Comment: Position description and drawing do not	In both positions (1.5.5 and 1.5.7) coating both sides of inner walls should be done using moisture-resistant plaster-cardboard

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	match in terms of the type required plaster boards.	panels.
19	Position 1.5.3; 1.5.4; 1.5.7; 1.5.8 and 1.5.9 - Architectural Works  Comment: It is necessary that the Investor specifies in detail the required mineral and PTP mineral wool, or to determine the density of the required mineral or PTP mineral wool.	In all the inside walls (UPZ) and the external walls from inside semi hard mineral wool should be placed - density 100kg/m <sup>3</sup> . Only position SFZ-2 (thermal insulation outside) requires hard mineral wool – density 150-180kg/m <sup>3</sup> .
20	Position 1.15.17 and 1.15.18 - Architectural Works  Comment: We need a detailed description, drawings and photographs of the required conference tables, in order to give you correct offer.	The description of the tables is given in the Tender documentation.  Additionally, please see the answer to question no. 7 above.

Annex      editable MS Word version of Volume 1 of the Tender Dossier.  
**Please note that in case of discrepancies between this editable version and Volume 1 attached to the published Tender Dossier, the latter prevails**

