



EUROPEAN UNION
DELEGATION TO THE REPUBLIC OF SERBIA

Sites Visit of the future Works on the WWTP

Waste Water Treatment Plant Vrbas-Kula – Sludge Line

EuropeAid/131897/L/WKS/RS

Date/Time: 27th September 2011, 11:00h,

Address: CFK, Panonska br. 2, Vrbas

AGENDA

10:30 – 11:00	Registration
11:00 – 11:15	Opening of the meeting – Beneficiary Representative –Mr. Aleksandar Kronic, Vrbas Municipality
11:15 – 11:25	Welcome words and procedural details - EUD representative – Ms Ivanka Todorova, Programme Manager, Delegation of the European Union to the Republic of Serbia
11:25 – 11:40	Presentation of the Project - Mr Hristo Grozdev – Chief Engineer MISP
11:40 – 11:50	Signing of Certificates of attendance
11:50 – 12:30	Visit of the location for the future Wastewater Treatment Plant Site
12:30	Closing of the Site Meeting

Minutes of the Site Visit

Minutes of the Site Meeting and the Visits

1. In total 12 Companies signed their participation to the meeting and the site visit. (Attendance list is annexed to the present minutes).
2. The Meeting was opened on behalf of the Beneficiary **Mr. Aleksandar Kronic** (Member of the Municipal Council of Vrbas Municipality). Mr. Kronic welcomed the participants in the meeting and presented the background of the municipality and the region with special attention to the efforts of the Vrbas Municipality in finding solution to the Veliki Backi Kanal environmental problem. Mr. Kronic also underlined the importance of the present project for the improvement of the environmental conditions in the project area.
3. **Ms. Ivanka Todorova** (Programme Manager, Delegation of the European Union to the Republic of Serbia) welcomed the participants on behalf of the Delegation of the European Union. Ms. Todorova presented the counterparts in this EU funded project. Participants were informed about the important dates related to the tender with reference to the applicable PRAG procedures. The tenderers were informed that the purpose of the meeting was the Site Visit only and that any questions related to the tender must be sent in writing, in accordance with the provisions of the Tender Dossier. It was confirmed that all requested clarifications, as indicated in the Tender Dossier and the Procurement Notice will be published.
4. The Municipal Infrastructure Support Programme (MISP) team Chief Engineer, **Mr. Hristo Grozdev** delivered a Powerpoint presentation to the meeting participants, illustrating the parties in the Contract with their roles and organization, i.e. the Contracting Authority, the Supervisor, the Contractor and the PIU representing the stakeholders of the Project. Further were presented the main features of the proposed site followed by a layout of the main Works components. (The presentation is annexed to the present minutes).
5. The first part of the meeting concluded with the issuing of Certificates of Attendance to the companies that attended the meeting.
6. Under guidance of **Ms Natalija Trivkovic**, Director of Project Implementation Unit (PIU) and **Mr. Tomislav Djivuljskij**, Deputy Director PIU, the meeting was subsequently moved to the Site for the future location of the WWTP, which was visited and inspected by the participants. Orientation points and site tentative organization issues were explained by the MISP Chief Engineer, **Mr. Hristo Grozdev**.
7. The meeting was closed at 12:30 hours.