

**Lot2- Accessibility Measures in Public Buildings in Novi Sad**

**Minutes of the site visits and clarification meeting**

The site visit was held on 06.03.2020 from 10 to 11:30 h. The locations were visited in the following order:

1. Museum of the City of Novi Sad, Fort 4, Petrovaradin;
2. City Library\_ Homeland collection Arsa Pajević, Cara Dušana 27a;
3. Building No. 5\_Creative District, Despot Stefan Boulevard.

After the site visit, a presentation of the project was held in the premises of City Administration for Property and Property-Rights Affairs, attended by a representatives of the European Union Delegation to the Republic of Serbia (EU DEL), designers, representatives of City Administration for Property and Property-Rights Affairs, Foundation Novi Sad 2021-European capital of culture and representatives of interested contractors.

It was stated that the existing garbage and construction waste from the building and its removal, before the start of the works, is the responsibility of City Administration for Property and Property-Rights Affairs.

The EU DEL representative briefed interested contractors on the content of the tender documents drawing particular attention to the requirements stipulated in the Instructions to tenderers and technical Forms (4.6.2a, 4.6.2b and 4.6.3).

The following questions were asked by bidders and answers provided:

1. Should samples of equipment and materials be supplied if the exact equipment specified in the tender documentation is procured?

**Answer:**

The bidders are not required to provide physical samples of the proposed equipment with their tender proposal.

2. What are the conditions for applying for LOT 1 and LOT2?

**Answer:**

All conditions and selection criteria for bidders applying for both: LOT 1 and LOT2 or only for LOT 2 defined in the Contract Notice as well as in the Instructions to tenderers have been explained in detail by the representative of the EU DEL.

**Questions about the thermal conductivity:**

3. What is the required thermal conductivity coefficient of windows and other exterior elements? How does the contractor prove that coefficient, and does the IMS Institute (Institute for testing of materials) need to certify the assembled window?

4. Should potential bidder deliver certificate of thermal conductivity for each window element entered separately in the Form 4.6.2b (aluminium profile, wood, glass)?

**Answer to both questions:**

Demanding coefficient of thermal conductivity is  $U_v \leq 1.30 \text{ V} / (\text{m}^2 * \text{K})$  for the whole position.

For exterior Aluminium joinery potential bidders need to deliver in tender documentation (at this tender stage) certificates of thermal conductivity for separate elements (aluminium profile, glass and wood) issued by manufacturer.

Before installation, bidder must gain certificate of thermal conductivity for the whole position (window, exterior door, semi structural aluminium facade with door) issued by IMS Institute (Institute for Materials Testing) or by other authorized institute.

Upon completion of the energy inspection of the building and the evaluation and final assessment of the fulfilment of the prescribed requirements on the energetic efficiency of the building, an Energy Passport of the building will be issued in accordance with the Rulebook on the Conditions, Content and Method of Issuing a Certificate of Energy Performance of Buildings ("Official Gazette of the RS", No. 69/2012 and 44/2018 - other law). This will be the final confirmation that all installed elements are in accordance with energetic efficiency requirements.

Certificates of Attendance have been handed out at the end of the Clarification Meeting to all tenderers that have been present at the Mandatory site visit. These Certificates must be submitted along with the tender offer.