

## CLARIFICATION NO. 1 OF TENDER DOSSIER

### INTERNATIONAL OPEN PROCEDURE FOR PROCUREMENT OF 302 PACKAGES OF BUILDING MATERIAL

**PUBLICATION NUMBER: RHP-W3-CM/IOP1-2018**

In accordance with the request for additional clarifications of the tender dossier for procurement of 302 packages of building material, publication number: **RHP-W3-CM/IOP1-2018**, we provide following answers:

**Question no. 1:**

(File number 2456 dated 07 May 2018)

Since the tender submission deadline given in Contract procurement notice is 11 June 2018 until 12:00h, and in the Instructions to tenderers the tender submission deadline is 08 June 2018 until 12:00h, please provide correct information - what is the tender submission deadline for procurement no. RHP-W3-CM/IOP1-2018?

**Answer:**

Please refer to Corrigendum no.1

**Question no. 2:**

(File number 2456 dated 07 May 2018)

It is not defined how tenders must be submitted for lots. Does the tender for each lot should be packed in a special envelope and should tender for each lot contain evidence of the fulfillment of mandatory and additional conditions? Is it acceptable to submit proof of fulfillment of mandatory conditions in one copy that applies to all lots for which the tender is submitted? Also, the profit and loss statements required in accordance to item 3.11.1 c) are the same for all lots, they are even available on the Business Registers Agency's website in the Financial Statements section. We consider that it is unnecessary to submit it in more than one copy, but in one copy that applies to all lots for which the tender is submitted.

**Answer:**

In Part A Tender dossier - Instructions to tenderers for building material contract award – item 8.1. Tender submission, it is stated:

„The entire tender is submitted in one original copy clearly labelled „original“ , one copy clearly marked „copy“ and one electronic copy (CD or USB flash). In case of discrepancies between the original and the copy, the original shall be prevailing.

Tenders **must** be submitted in a sealed envelope, which is clearly marked „**Tender**“ and with **clearly stated code of the tender procedure (RHP-W3-CM/IOP1-2018)**.

The outer envelope should contain the following data:

- a) the abovementioned address for submission of tenders;
- b) number(s) of lot(s) to which the tender refers;
- c) wording **”Do not open before the tender opening session”**;

d) name of the Tenderer.”

It is acceptable for the Contracting Authority to submit proofs of fulfilment of mandatory conditions in one copy that applies to all lots for which the tender is submitted.

**Question no. 3:**

(File number 2456 dated 07 May 2018)

Please clarify definition in item 3.10.2 for the fulfilment of transport capacity: „the Tenderer must fulfill this criterion no matter of the lots for which tender is submitted”. Do we need to fulfill this criterion for each lot for which we are submitting the tender? For example, by point no. 1 one truck is required, and in case we submit the tender for 2 lots, should we submit a proof that we own/rent a truck with a hand for each lot, which means a total of 2 trucks with a hand for 2 lots?

**Answer:**

No, it is not necessary to fulfill this criterion for each lot, i.e. it is not necessary to fulfill the criterion cumulatively in the case of submission of tender for multiple lots. Tenderer proves the fulfilment of this criterion by submitting Form 4 - Statement on owning/renting the mechanization and equipment for the realization of the contract, with the required transport capacity, regardless of the number of lots for which the tender is submitted.

**Question no. 4:**

(File number 2456 dated 07 May 2018)

Please clarify the term „client” stated in item 3.11.3. There are several categories of clients: legal entities (buyers), budget institutions (users of public funds - public procurement), natural persons. Which category of client is appropriate and acceptable?

**Answer:**

The term client which is stated in item 3.11.3 – Part A Tender dossier - Instructions to tenderers for building material contract award: „the Contracting Authority reserves the right to ask Tenderers to provide additional documentary evidence, such as: contracts for the delivery of goods with delivery notes, invoices with delivery notes, **client’s** certificates or other appropriate evidence”, refers to any person with whom the supply of goods (building material) was done.

**Question no. 5:**

(File number 2456 dated 07 May 2018)

Please define the term „fork-lifter” which is stated in item 3.10.2. Do you accept all types of fork-lifters: hand-held, electric, pallet and auto fork-lifter (work machines), and is the omission has been made for not requesting the load capacity of the fork-lifter?

**Answer:**

All types of fork-lifters are acceptable. Tenderer proves the fulfilment of this criterion by submitting Form 4 - Statement on owning/renting the mechanization and equipment for the realization of the contract, with the required transport capacity, among other, under point 3. - fork-lifter - number of pieces 2 (two).

**Question no. 6:**

(File number 2456 dated 07 May 2018)

In the part **TENDER MUST CONTAIN THE FOLLOWING DOCUMENTS**, point j) it is required „Model of the Contract, stamped and signed by the authorized representative”. Does this mean that we have to submit both parts of the document that constitute the Model of the Contract - 8 Part B - General conditions of Contract and 9 Part B - Contract Agreement and Special conditions of Contract? Is it acceptable for document 8 Part B - General conditions of Contract to be submitted in one copy and valid for all offered parties?

**Answer:**

In the part **TENDER MUST CONTAIN THE FOLLOWING DOCUMENTS**, point j) Model of the Contract, stamped and signed by the authorized representative, it is necessary to submit **Contract Agreement on delivery of goods - building material**, stamped and signed by the authorized representative.

It is not requested to submit General Conditions of Contract and Special Conditions of Contract as a part of tender.

**Question no. 7:**

(File number 2456 dated 07 May 2018)

Is it necessary to submit certified Annex I, as required by all previous procurements conducted within the RHP program?

**Answer:**

It is not necessary to submit certified Annex I - Standards and Technical Requirement as a part of tender.

**Question no. 8:**

(File number 2456 dated 07 May 2018)

Is it acceptable to submit a unique Tender submission form for all lots for which a tender is submitted, or the tender for each lot must contain its own Tender submission form for that particular lot only?

**Answer:**

It is acceptable for the Contracting Authority to submit, as part of a tender, a unique Tender submission form with data for two, more or all of the lots for which the tender is submitted, as well as submitting the Tender submission form for each lot for which the bid is submitted.

**Question no. 9:**

(File number 2456 dated 07 May 2018)

Is it necessary to submit 10 Part C - Schedule of requirements and 11 Part C - Terms of reference?

**Answer:**

It is not necessary to submit Schedule of requirements and Terms of reference as a part of tender.

**Question no. 10:**

(File number 2456 dated 07 May 2018)

Are the deliveries for which the contracts were concluded in 2015 and the deliveries were made during 2016 acceptable in accordance with the requirement specified in item 3.10.3?

**Answer:**

It is acceptable for the Contracting Authority that the deliveries of building material were made in the period from 01.01.2016 until the publication of the Contract Procurement Notice, regardless of the date of conclusion of the contract.

**Procurement committee**



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