**Invitation letter for submission of the offer for the sales of the wine distillate for all interested parties**

The company 13.Jul-Plantaže announces the competition for the sales of the wine distillate with the characteristics and quantity to be sold, given in the section ’Technical and chemical characteristics and specification of the subject raw material, announced to be sold’.

 **1. Conditions for submitting the offers**

All interested offerors should submit Letter of Intent, as well as:

 - proof of registration at the authority, competent for the registration of the businesss entities

 with the data on the authorised persons of the Offeror

 - statement on accounting and fiancial status- Profit and Loss Account and Balance Sheet with

 the Report by the authorised auditor in accordance with the Law, defining accounting and

 audit for two previous years, namely for the time period since registration

 - price at whcih he is ready to purchase the concerned raw material- the price should be

 expressed in euros (EUR),without VAT,

- delivery parity FCA-Podgorica , Seller’s warehouse

- advance payment or deferred by 90 days with pledge(L/C or bank guarantee)

- time schedule for taking over the goods by 40 days, commencing from the day of signing the

 Contract (defined by the chapter ’Methods for evaluating the offers’).

Letter of Intent should be submitted, against the offer, in Montenegrin language and other language, officially used in Montenegro, in compliance with the Constitution and Law and in English.

An offer is delivered in the appropriate, closed envelope (an envelope, box and similar). It is on one part of the envelope that the title and main office of the company 13.Jul-Plantaže a.d. Podgorica and the text with the inscription: ‘Do not open before the public opening of the offers’ should be written, and on the other part of the envelope, the title, main office and the address of the Offeror should be written.

Letter of Intent with the above stated characteristics should be submitted within 7 working days, commencing from the day of announcing the competition for submitting the offers.

Note:The company 13.Jul-Plantaže a.d. retains the right to select ,among the received offers, the offerors for the shortlist of negotiations or licitations ,all completely complied with the determined conditions and evaluation criteria for the offers, concerning this document.

**Description of the raw material to be sold**

Table 1 – Chemical characteristics of the product

|  |  |  |  |
| --- | --- | --- | --- |
| Description  | Chemical characteristics  | Value of the position |  Quantity  |
| Wine grape varieties distillate  | Alcohol vol.%Quantity of total acids as acetic acid on 100 % vol alcohol g/hlQuantity of volatile esters as ethyl acetate on 100 % vol alcohol g/hlQuantity of volatile aldehydes as acetaldehyde on 100 % vol. alcohol g/hlQuantity of higher alcohols on 100% vol alcohol g/hlQuantity of furfurol on 100% vol alcohol g/hlContent of methanol on 100% vol alcohol g/hlCopper mg/l | 71,2 9.3 107 148 278+/- 24 0.1 155 +/- 17 4.9 +/- 0.4  |    297.000 lit |

Besides these characteristics, the company 13.Jul-Plantaže shall provide:

 - CETI 1 analyses, verifying the above stated characteristics,

 - samples of distillate to a selected or selected offerors for further round of negotiations (licitation).

Offeror retains the right to check the stated characteristics at any certified laboratory in the territory of Europe.

1 Centrefor Ecotoxical research as one of the certified laboratories in the territory of Montenegro

**3. Method for evaluation of the offers**

Criteria for evaluating the offers shall be based on strictly commercial conditions, as follows:

- offered price , score up to 70 points:

* Evaluation shall be made by criterium: C offered / **C** max \* 70 points,

- method of payment, score up to 20 points:

* Evaluation shall be made, as follows:
* Advance payment: 20 points,
* Deferred payment by letter of credit:
* Deferred payment 30 days: 15 points
* Deferred payment 60 days: 10 points
* Deferred payment 90 days: 5 points

Time schedule for taking over the goods, score up to 10 points:

* Taking over by 20 days: 10 points,
* Taking over within 20-40 days: 5 points,

Offeror who makes the best score , based on the presented criteria, shall be selected for making the concerned deal. In case that the difference in the score is not higher than 5% between two or among several offerors,the company 13.Jul-Plantaže a.d. may send a letter for the correction of price and method of payment or ultimately, make a licitation system, setting the following criteria:

 - maximum offered price by the offeror for shortlist round of negotiations or licitation

 represents the initial price in further negotiations ,

 - the most favourable method of payment by offeror for shortlist round of negotiations or

 licitation represents the initial method of payment in further negotiations.

**Note: Presented methods of payment represent a mandatory condition for all potential offerors.**

**4. General conditions set by the company 13.Jul-Plantaže a.d.**

Invitation letter for submitting the offers is anounced witht he following conditions for the participation:

 - validity time period of the competition: 7 working days from the announcement date,

 - offeror should deliver the offer by express mail or registered mail (UPS, DHL, TNT or

 similar),

 - offer by the offeror shall be considered valid if the registration seal of the express mail with

 the date, put within determined 7 working days, is provided,

 - the company 13.Jul-Plantaže a.d. shall make an evaluation of the offers within 3 (three)

 working days, commencing from the day of reception of all offers,

 - in case of making a licitation and further negotiations, 13.Jul-Plantaže a.d. should complete

 this process within 5 working days from the day of announcement of the results and

 Decision to enter the second round of negotiations,

 - 13.Jul-Plantaže a.d. shall, within 3(three) working days from the day of expiry of the time

 limit for submitting the offers, organise public opening of the offers ,in which all offerors

 who have properly submitted the offers for the concerned raw material, may take part.

**5. Notice for offerors :**

* Seller is authorised , any moment (prior to opening the offers, evaluation of offers or in the stage of decision making), and by the time of making decision on the selection of the most favourable offer, to give up the announced sales, without making any particular statement of reasons.
* Seller is authorised ,any moment , to give up the sales procedure and/or conduct negotiation procedure or licitation procedure in order to reach higher price and in case of failing to reach an agreement , he may give up the concerned procedure of sales.
* In previous cases, any offeror shall not be entitled to demand the compensation of the damage (liquidated damage or profit prospective loss)by the Seller, including the costs for making and submitting the offer.
* Seller retains the right to arrange the presentation of the offered solution, with the selected offerors, in order to clarify and evaluate the offer.

**6. Contact data**

- Full title of the company: 13.Jul-Plantaže a.d. Podgorica

- Address: Put Radomira Ivanovića 2, 81 000 Podgorica, Montenegro

- Contact: Milan Milutinović

- Phone : +382 20 658 032

- e-mail address: milan.milutinovic@plantaze.com

 13. JUL-PLANTAŽE A.D.

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