13. Jul-Plantaže a.d. Podgorica

Number: 3635/1

Place and date: Podgorica, 18.07.2023

**REQUEST FOR COLLECTION OF THE BIDS FOR**

**THE PROCUREMENT PROCEDURE OF**

 **COMPOSITE REINFORCEMENT FOR THE NEEDS OF ESTABLISHING NEW PLANTATIONS**

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| I **Data on the Procurer** |

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| Procurer:13 .Jul -Plantaže a.d.Podgorica | Contact person:Head of the Commission Slađana Tmušić |
| Adress: Bulevar Šarla de Gola ,2 | Postal No. 81000 |
| Main office: Podgorica | Fiscal Ident.No.(Comp.Reg.No.).02016281 |
| Phone: 00382 20 658 051  | Fax: 00382 20 658 051 |
| E-mail:sladja.tmusic@plantaze.com |  |

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| **II Subject of the procurement** |

1. **Type of the public procurement subject**

x Goods

1. **Description of the procurement subject:**

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|  Procurement of composite reinforcement for the needs of establishing new plantations |

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| **III Manner of the determination of the subject and assessed value of the procurement**  |

□ **Assessed value of the procurement subject**

The procurement subject is procured:

x as a whole: procurement of the composite reinforcement for the needs of establishing the new plantations 45 ha, assessed value:

 **TOTAL:**

 **without VAT: € 54.700,00**

 **with included VAT: € 66.187,00**

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| **IV Conditions for taking part in the procurement procedure** |

**a)Compulsory conditions**

Only a bidder who meets the following requirements may take part in the procurement procedure :

1. Must be registered with the competent public authority for the registration of the business entities;
2. Must prove that it or its legal representative has not been convicted by judgement absolute for any criminal offence as members of the organized crime with the corruption, money laundry and fraud;

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| **Proof of the fulfillment of the compulsory conditions** |

The fulfillment of the compulsory conditions shall be proved by submitting the following proofs:

1. Proof on the registration with the competent public authority for the registration of the business entities with the data on the authorized persons of the bidder which should not be older than 6 months until the day of public opening of the bids
2. Proof by the competent authority, issued on the grounds of the criminal record which must not be older than 6 months by the day of public opening of the bids;

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| 1. **Other conditions**
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**Fulfillment of the other conditions shall be proved by submitting :**

 **- professional-technical and human resources capacity**

 **Meeting the conditions of professional-technical and human resources capacity in the procedure of public procurement of the goods is proved by providing one or several proofs, as follows:**

x List of the main deliveries, effected in the previous two years, with the values, dates and recipients with submitting the confirmations of the effected deliveries , issued by Buyers or, in case that the confirmations could not be provided, resulting from the reasons , not caused by Bidder’s fault, only a Bidder’s declaration on the effected deliveries , stating the reasons why they could not provide the confirmations;

 x Samples, descriptions, ie photographs of the goods that are the subject of the delivery,

 the authenticity of which should be proved by the Bidder, in case that Procurer requests

 it:

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| - **A Bidder should deliver the samples of the goods, complied with the specifications of the technical documentation, together with the Bid – 3 pcs , respectively,****- Manual for handling the concerned goods****- Attestation or certificate for the delivered reinforcement: testing hardness during stretching, resistance to UV light** |

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| **V Validity period of the bid**  |

Validity period of the bid is 60 days from the day of the public opening of the bids.

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| **VI Time limit and place of execution of the Contract** |

a) **Time limit for the execution of the Contract** is 120 days from the day of the conclusion of the Contract until the consumption of the agreed value, in case it occurs first as a circumstance.

**The place of the execution of the Contract** :

- for local Bidders: Bidders from Montenegro should deliver the goods to Procurer’s warehouse

- for foreign Bidders: Bidders from abroad should deliver the goods by the international parity DAP – Delivery at Procurer’s warehouse, complied with the valid INCOTERMS conditions.

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| **VII Language of the bid** |

**x** Montenegrin and other languages in official use in Montenegro, in accordance with the Constitution and law

**x** English

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| **VIII Criteria for the selection of the most favourable bid** |

* The lowest offered price

 1. Price – 100 points

Criteria shall be valculated based on the formula: C lowest price /C offered price \* number of points

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| **IX Time limit and place of submitting the bids and opening of the bids**  |

The bids shall be submitted on working days from 07:00 to 13:00 hrs, closing on 27/07/2023 by 13:00 hrs.

The bids may be submitted:

□ x directly, in person at the Procurer’s archive to the following address: Bulevar Šarla de Gola No.2, Podgorica.

□x by registered mail with the advice of receipt to the following address: Bulevar Šarla de Gola No.2, Podgorica.

Public opening of the bids, which may be attended by the authorized representatives of the bidders with enclosed power of attorney, signed by the authorized person, will be held on the 27.07. 2023 at 13:30 hrs in the premises of 13. jul-Plantaže a.d.,Podgorica, located in Bulevar Šarla de Gola No.2 , 81 000 Podgorica.

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| **X Time limit for making decision on the selection of the most favourable bid**  |

Decision on the selection of the most favourable bid shall be made within 30 days (from the day of the public opening of the bids).

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| **XI Other data and conditions which are important for the implementation of the procurement procedure**  |

**Time limit and the method of payment** Time limit for the payment: 30% advance + remaining amount 120 days after taking over of the goods and submitting the invoice.

Method of payment: by bank transfer

**Means of financial security of the Contract on Procurement**

A bidder whose bid shall be selected as the most favourable and with whom the Contract shall be made for the first time, is obliged, prior to the conclusion of the Contract on Procurement ,to submit to Procurer as follows:

 x guarantee for good performance of the Contract in the amount of 5% of the Contract value.

**TECHNICAL CHARACTERISTICS OR SPECIFICATIONS OF THE SUBJECT OF THE PROCUREMENT, ie BILL OF QUANTITIES**

**Composite reinforcement**

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| **Ord.No.** | **Description of the subject of the procurement, ie a part of the subject of procurement** | **Important characteristics of the subject of the procurement concerning quality, performances and/or measures** |  **Unit of measure** | **Quantity** |
| 1 | Composite reinforcement  | Composite reinforcement smooth with reinforcement rope Diameter Ø8Reinforcement cut on 1m | pcs | 200.000 |

**x Guarantee period:** min 15 years from the delivery date

x **Manner of conducting quality control**

 **-**by delivery of the attestation or certificate for the delivered reinforcement: testing hardness during stretching, resistance to UV light

x **Time limit for delivery:** max 15 days from the day of the written order for the goods.

x Supplier should deliver the composite reinforcement in the bundle of 50 pieces.

**NOTE:**

**- Procurer retains the right not to take over all quantitiesm specified by the technical characteristics of the concerned technical documentation ,in case that these quantities are not needed.**

- **Within the duration of the Contract, for each delivery of the goods, on the day of the delivery, the qualitative reception of the goods shall be done, implying control of the parameters, given in the technical characteristics/specification and accepted Bidder’s bid.**

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|  **FORM OF THE BID WITH THE FORMS, PREPARED BY THE BIDDER**  |

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|  **COVER PAGE OF THE BID** |

(title of the Bidder)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submits to

 (title of Procurer)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BID**

**By the Request for Collection of the Bids No.\_\_\_ dated from\_\_\_\_\_\_\_\_\_\_year**

**for procurement of**

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 *(description of the procurement product)*

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|  **DATA ON THE BID AND BIDDER**  |

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| Title and main office of the Bidder  |  |
| Fiscal Identification Number  |  |
| VAT  |  |
| Account No and title of the Bidder’s bank  |  |
| Address  |  |
| Telephone  |  |
| Fax  |  |
| E-mail |  |
| Entity/-ies authorized for signing the financial part of the bid and documents in the bid  |  *(Name, surname and function)* |
| *(signature)* |
| Name and surname of the entity in charge for information  |  |

1 or National Identity No. of the country-seat of the Bidder

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|  **FINANCIAL PART OF THE BID FOR**  |

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| Ord.No. | description of the subject  | essential characteristics of the offered subject of procurement  | measure unit | quantity  | unit price without VAT  | total amount without VAT  | VAT |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| **Total price without VAT**  |

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|  **Conditions of the Bid :**

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| Time limit for the Contract execution  |   |
|  Place of execution of the Contract |   |
| Manner and time schedule for delivery/execution |  |
| Warranty period  |  |
| Warranty of quality |  |
| Manner of conducting quality control |  |
| Time limit for payment |  |
| Manner of payment |  |
| Validity period of the bid |  |

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|  Authorised entity of the Bidder  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(name, surname and function)* *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

  *(signature by own hand)*

 PLACE OF SEAL

**PROOFS OF THE FULFILLMENT OF MANDATORY CONDITIONS FOR PARTICIPATION IN THE PROCEDURE OF PUBLIC COMPETITION**

**To submit:**

 - proof of the registration, issued by the body, competent for the registration of the business companies with the data on the authorized persons of the Bidder which should not be older than 6 months until the day of public opening of the bids

 - proof of the competent body, issued by the Criminal records that must not be older than

 six months until the day of the public opening of the bids that a Bidder, ie its legal

 representative has not been convicted by judgement absolute for any criminal offence as

 members of the organized crime with the corruption, money laundry and fraud;

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| **PROOFS ON FULFILLMENT OF THE PROFESSIONAL- TECHNICAL AND HUMAN RESOURCES CAPABILITY** |

**To be submitted:**

x List of the main deliveries, effected in the previous two years, with the values, dates and recipients with submitting the confirmations of the effected deliveries , issued by Buyers or, in case that the confirmations could not be provided, resulting from the reasons , not caused by Bidder’s fault, only a Bidder’s declaration on the effected deliveries , stating the reasons why they could not provide the confirmations;

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| - **A Bidder should deliver the samples of the goods, complied with the specifications of the technical documentation, together with the Bid – 3 pcs , respectively,****- Manual for handling the concerned goods****- Attestation or certificate for the delivered reinforcement: testing hardness during stretching, resistance to UV light** |

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| **INSTRUCTIONS TO THE BIDDERS FOR MAKING AND SUBMITTING THE BIDS**  |

**Preparation of the bid**

A bidder makes and submits the bid in compliance with this request for taking part in the procurement procedure.

**Manner of submission of the bid**

A bid 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 Procurer, number of the Request for Collection of the Bids and the text with the inscription: ‘Do not open before the public opening of the bids’ should be written, and on the other part of the envelope, the title, main office and the address of the Bidder should be written.

**The bid shall be considered correct only if:**

 1. All specified products, requested by the Request for Collecting the Bids, have been offered.

**Manner of stating the offered price**

A bidder submits the bid with the price (-s), expressed in EUR, without VAT, such as: unit price, quantity and total financial amount for the offered goods.

All costs and discounts, concerning the total offered price are included in the offered price.

Offered price is expressed for the whole subject of the procurement and if the subject of the procurement is determined by lots for each lot for which it is submitted, the financial part of the offer is enclosed respectively.

**Due time of the bid**

A bid is considered submitted in due time if it is delivered to the Procurer prior to the expiry of the time limit, provided for submitting the bids, stipulated by this Request.

**Recommendation to the bidders**

A bid should be prepared as a single compound and each filled page of the bid should be numbered , signed and sealed.