13. Jul-Plantaže A.D.

No: 2864/1

Place and date: Podgorica, 25.06.2024

**REQUEST FOR COLLECTION OF THE BIDS FOR**

**THE PROCUREMENT PROCEDURE**

 **of the poles and wire for establishing new plantations**

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| I **Data on the Procurer** |

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| Procurer:13.Jul- Plantaže a.d. | Contact person: Head of the Commission: Mirko Marković |
| Address: Bulevar Šarla de Gola No.2 | Postal No. 81000 |
| Main office: Podgorica | Fiscal Ident.No.(Comp.Reg.No.).02016281 |
| Tel: 00382 63 232 605 | Fax: 00382 20 658 051 |
| E-mail: mirko.markovic@plantaze.com | ivana.drincic@plantaze.com |

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| **II Subject of the procurement** |

1. **Type of the procurement subject**

x Goods

1. **Description of the procurement subject**

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|  Procurement of the galvanized steel wire and galvanized metal poles for 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 By lots:

Lot 1:galvanized metal poles of the assessed value, without included VAT, €134.000,00 , with the included VAT amount to €162.140,00.

Lot 2: galvanized anchor (end) poles of the assessed value, without included VAT, €25.000,00,

with the included VAT amount to €30.250,00.

Lot 3: galvanized metal wire of the assessed value, without included VAT € 66.000,00 with the included VAT amount to € 79.860,00.

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 TOTAL:

 VAT not included: € 225.000,00

 with VAT included: € 272.250,00

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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;

**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;
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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| **Other conditions**  |

**Fulfillment of other conditions shall be proved by providing:**

x Report on Accounting and financial state- Profit and Loss Account and Balance sheet with Report of the Chartered Auditor in accordance with Accounting and Audit Law for last two years, ie for the period from the registration;

x Reference list (Buyers’List in previous two years)

**b) 1) professional-technical and human resources capacity**

**Whether conditions of professional-technical and human resources capacity are met in the public procurement procedure for goods is evidenced by submitting one or more evidences, as it follows:**

**x** samples, descriptions, ie photos of the goods which are the subject of the delivery and the authenticity of which the bidder is obliged to confirm , in case that the Procurer requires it :

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| Bidder is obliged to enclose, on the memorandum of the producer**,** for Lot 1, Lot 2 and Lot 3, against the bid, the sample and the technical sheet of the pole and wire that it offers.  |

□x measures for providing the quality management system:

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| **ISO 9001 : 2015** *Bidder should submit the copy of the valid certificate ISO: 9001:2015 as the proof it meets the requirements, ie performs its business activity in accordance with International Standard for Quality Management in the business organization or Certificate by which it is proved that the product is in compliance with the requirements of European norms for such a category of product , regarding quality.* *In case that a bidder is not the producer of the offered goods ,it should submit the valid certificate ISO 9001: 2015of the producer for the goods which is the subject matter of its bid as well as the proof that it has been in the contractual relation with the partner’s company to which the certificate is named.* |

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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** |

- Time limit for the execution of the Contract is 60 days from the day of the conclusion of the Contract.

* Time limit of delivery: successively, the first delivery 10 days upon the conclusion of the Contract, last delivery 60 days from the day of signing the Contract
* Manner of delivery: successively in accordance with the needs of the Procurer

-**The place of the execution of the Contract is Bidder’s warehouse , EXW parity**

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| **VII Language of the bid** |

**x** Montenegrin language and other language, used officially in Montenegro in accordance with the Constitution and law

x English language

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

Criteria for the selection of the most favourable bid for Lot 1 is:

 1. Price – 70 points

 2. Moment of inertia of the cross section – 30 points

Category 1 will be calculated by the formula:C the lowest price/ C offered price \* number of points

Category 2 will be calculated by the formula: X offered/X max \* number of points

Criteria for the selection of the most favourable bid for the Lot 2 is:

1. Price -70 points

2. Moment of inertia of the cross section – 30 points

Category 1 will be calculated by the formula:C the lowest price/ C offered price \* number of points

Category 2 will be calculated by the formula: X offered/X max \* number of points

Criteria for the selection of the most favourable bid for the Lot 3 is:

X the lowest offered price score of points: 100

**NOTE: The bidders with whom we have not achieved business cooperation and have not concluded the contracts so far, and the Commission concludes that their bid is correct in the manner as provided by the Request and competitive, they will have the opportunity to deliver smaller-trial quantities of goods by concluding the contract on procurement in order to check the quality of the concerned goods and fulfillment of the agreed obligations by Supplier. Considering properties and characteristics of the goods , the reason for the check is that the check of the quality of the concerned goods and reliability of the bidders is not possible in the short period of time, but it takes longer time.**

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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 7 to 14 hrs, closing on **12.07.2024 at 12,00 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, 81 000 Podgorica, Montenegro.

□x by registered mail with the advice of receipt to the following address: Bulevar Šarla de Gola No.2, 81 000 Podgorica, Montenegro.

Public opening of the bid, 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 **12.07.2024**  **at 12:30 hrs** in the premises of 13 Jul-Plantaže a.d., Podgorica, located at the address Bulevar Šarla de Gola No.2, 81 000 Podgorica .

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

The decision on the selection of the most favourable bid will 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**  |

**Method of payment**

 Method of payment is: by bank transfer, 30% directly upon the conclusion of the Contract and remaining amount 120 days upon the issuance of the invoice.

**□The means of financial securing of the Contract on Procurement :**

Prior to signing the contract, the bidder whose bid would be selected as the most favorable is obliged to provide the Procurer with the following:

**□ x** a good performance guarantee for the execution of the Contract in the amount of 5% of the contract value

**TECHNICAL CHARACTERISTICS OR SPECIFICATIONS OF THE SUBJECT OF THE PROCUREMENT, I.E. BILL OF QUANTITIES**

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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 | Galvanized metal poles in rows | Inner vineyard pole (min.55mm x 35mm), specifications in compliance with the enclosed drawingThe height of the pole should be 2500 mmThe thickness of the wall of the pole should be at least 1,8 mm.The first perforation of the pole should be at the height of 1200 mm and position of the folowing holes in compliance with the enclosed drawing at the distance of 100-130mmHooks should be type Double N-Slot, with space for pulling the wire in the direction of the row 25 mm x 5 mm. The slot between upper and lower parts on N-slot for hooking the wire on the pole should be in regular line and min.4 mm between the upper and lower parts of N-slot on the narrowest part. The first hooks should be at 1000 mm height and the position of the following hooks should be in compliance with the enclosed drawing at the distance of 100-130 mm.Galvanization in accordance with DIN EN ISO 2081 standard (DIN EN ISO 4042) or DIN EN 10 346. |  pieces  |  27.000  |

x **Warranty time limit period:**

* minimum 15 years from the day of delivery of goods

x **Manner of implementation of the quality control- galvanized metal poles**

By providing the attest on the results of galvanization for each delivery or lot production of the galvanized posts (testing report) in compliance with DIN EN ISO 2081 standard (DIN EN ISO 4042) or DIN EN 10 346.

* By providing the attest for the material with CE certificate.

x **Time limit for delivery:** in succession, first delivery10 days upon the conclusion of the Contract, last delivery 60 days from the conclusion of the Contract.

x A qualitative receipt of the goods shall be made on the delivery day, during the validity of the Contract, for each delivery of goods, implying the control of parameters, given in the technical characteristics/specification and accepted bid of the Supplier.

**Drawing of the vineyard pole , meeting the needs of Procurer**



**Lot 2 – Galvanized metal anchor (end) poles**

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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** |

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| 1 | Galvanized metal anchor (end) poles  | Anchor (end) vineyard pole must be in compliance with the enclosed drawing.Its shape must be as a round, closed tube, min.length 2600mm, min.diameter 70mm and min.wall thickness 2mm. Perforation of the poel must be double (holes must be positioned on opposite sides of the pole and congruent )and 10 mm diameter.The first pair of holes must be at 1300 mm height and each following pair on the distance 100-130mm.Galvanization in accordance with DIN EN ISO 2081 standard (DIN EN ISO 4042) or DIN EN 10 346. |  piece  | 2 300 |

**x Warranty time limit:** min 15 years from the delivery date

**x Manner of conducting quality control – galvanised metal poles**

-By providing the attest on the results of galvanization for each delivery or lot of the production of galvanised poles (testing report) in compliance with DIN EN ISO 2081 standard (DIN EN ISO 4042) or DIN EN 10 346.

- By providing the attest for the material with CE certificate.

x **Time limit :** in succession, first delivery10 days upon the conclusion of the Contract, last delivery 60 days from the conclusion of the Contract.

x A qualitative receipt of the goods shall be made on the delivery day, during the validity of the Contract, for each delivery of goods, implying the control of parameters, given in the technical characteristics/specification and accepted bid by the Supplier.

**Drawing of the anchor (end) pole , meeting the needs of Procurer**



**TECHNICAL CHARACTERISTICS OR SPECIFICATIONS OF THE SUBJECT OF THE PROCUREMENT, I.E. BILL OF QUANTITIES**

Lot 3- Galvanized metal wire

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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 |  Galvanized metal wire  | Galvanized wire, diameter 1,80 mm Tensile strength min.600 N per mm2Elongation by 10% at stretch Zinc coating min.70 gr of zinc per m2 |  kg  |  650 |
|   2 |  Galvanized metal wire | Galvanized wire, diameter 2,20 mm Tensile strength min.600 N per mm2Elongation by 10% at stretch Zinc coating min. 55 gr per m2 |  kg | 35.000 |
|   34 | Galvanized metal wireGalvanized metal wire | Galvanized wire, diameter 2,50 mm Tensile strength min.500 N per mm2Elongation by 10% at stretch Zinc coating min. 90 gr per m2Galvanized wire, diameter 2,80 mm Tensile strength min.600 N per mm2Elongation by 10% at stretch Zinc coating min. 50 gr per m2 |  kg kg |  60012 000 |
|  5 | Galvanized metal wire | Galvanized wire, diameter 4,00 mm Tensile strength min.600 N per mm2Elongation by 10% at stretch Zinc coating min. 50 gr per m2 |  kg | 1 000 |

**x Warranty time limit:** min 15 years from the delivery date

**x Manner of conducting quality control**

-By providing the attest on the results of galvanization for each delivery or lot of the production of wire with zinc coating gr zinc per mm2. (testing report)

x **Time limit :** in succession, first delivery10 days upon the conclusion of the Contract, last delivery up to 60 days after the conclusion of the Contract.

 x A qualitative receipt of the goods shall be made on the delivery day, during the validity of the Contract, for each delivery of goods, implying the control of parameters, given in the technical characteristics/specification and accepted bid by the Supplier.

**NOTE:**

**1. Upon opening and checking of the bids that have been received by Procurer, Procurer retains the right to ask for explanation or completion of the accompanying documents.**

**2. Procurer retains the right , at any moment (before opening and evaluation of the bids or in decision- making phase) and all until bringing a decision on the selection of the most favourable bid, if it decides that it is in its interest, to refrain from the announced procurement, without providing any specific explanation.**

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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) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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**BID**

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

**for procurement**

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

*(description of the subject of the procurement)*

 **FOR**

□ subject of the procurement by lots

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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 Identification No.by the country which is the seat of the Bidder

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| **FINANCIAL PART OF THE BID FOR LOT 1** |

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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  |  |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| ..... |  |  |  |  |  |  |  |
| **Total price without VAT**  |   |

**Conditions of the Bid :**

|  |  |
| --- | --- |
| Time limit for the Contract execution  |   |
| Place for the Contract execution  |   |
| Manner and dynamics of delivery/execution |  |
| Guarantee time limit  |  |
| Guarantee of quality  |  |
| Manner of implementation of control quality  |  |
| Time limit for payment  |  |
| Method of payment  |  |
| Validity period of the bid  |  |

Authorised entity of the Bidder

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

*(name, surname and function)*

 *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *(signature by own hand)*

 PLACE OF SEAL

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|  **FINANCIAL PART OF THE BID FOR LOT 2** |

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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  |  |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| ..... |  |  |  |  |  |  |  |
| **Total price without VAT**  |   |

**Conditions of the Bid :**

|  |  |
| --- | --- |
| Time limit for the Contract execution  |   |
| Place for the Contract execution  |   |
| Manner and dynamics of delivery/execution |  |
| Guarantee time limit  |  |
| Guarantee of quality  |  |
| Manner of implementation of control quality  |  |
| Time limit for payment  |  |
| Method of payment  |  |
| Validity period of the bid  |  |

Authorised entity of the Bidder

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

*(name, surname and function)*

 *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *(signature by own hand)*

 PLACE OF SEAL

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|  **FINANCIAL PART OF THE BID FOR LOT 2** |

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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  |  |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| ..... |  |  |  |  |  |  |  |
| **Total price without VAT**  |   |

**Conditions of the Bid :**

|  |  |
| --- | --- |
| Time limit for the Contract execution  |   |
| Place for the Contract execution  |   |
| Manner and dynamics of delivery/execution |  |
| Guarantee time limit  |  |
| Guarantee of quality  |  |
| Manner of implementation of control quality  |  |
| Time limit for payment  |  |
| Method of payment  |  |
| Validity period of the bid  |  |

Authorised entity of the Bidder

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*(name, surname and function)*

 *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *(signature by own hand)*

 PLACE OF SEAL

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| **PROOFS OF THE FULFILLMENT OF MANDATORY CONDITIONS FOR PARTICIPATION INTHE 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;

 - 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, namely, its legal representative has not been convicted by final judgement for any of the criminal acts of the organized crime with the elements of corruption, money laundry and fraud;

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| **PROOFS ON THE FULFILLMENT OF THE CONDITIONS OF THE ECONOMIC-FINANCIAL CAPABILITY**  |

**-**  the reports on accounting and financial state- balance sheet and profit and loss account with the report of the chartered auditor complied with the law , defining the accounting and audit for two previous years, ie for the period from registration;

- Reference list (list of Buyers)in the previous two years

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| **PROOFS ON THE FULFILLMENT OF CONDITIONS OF THE EXPERT-TECHNICAL AND PERSONNEL CAPABILITY** |

To be delivered :

**x** samples, descriptions, ie photos of the goods which are the subject of the delivery and the authenticity of which the bidder is obliged to confirm , in case that the Procurer requires it :

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| Bidder is obliged to enclose, on the memorandum of the producer**,** for Lot 1 and Lot 2, against the bid, the sample and the technical sheet of the pole and wire that it offers.  |

□x measures for providing the quality management system:

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| **ISO 9001 : 2015** *Bidder should submit the copy of the valid certificate ISO: 9001:2015 as the proof it meets the requirements, ie performs its business activity in accordance with International Standard for Quality Management in the business organization or Certificate by which it is proved that the product is in compliance with the requirements of European norms for such a category of product , regarding quality.* *In case that a bidder is not the producer of the offered goods ,it should submit the valid certificate ISO 9001: 2015of the producer for the goods which is the subject matter of its bid as well as the proof that it has been in the contractual relation with the partner’s company to which the certificate is named.* |

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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 valid only if:**

 -All specified products, asked by the Request for Collection of the Bids are 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 (-s) is (are)expressed for the complete subject of procurement and if the subject of the procurement is classified by the lots, the financial part of the bid should be delivered for each lot, separately,for which the bid has been submitted.

**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.

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| **AUTHORISATION FOR REPRESENTATION AND PARTICIPATION IN THE PROCEDURE OF PUBLIC OPENING OF BIDS**  |

Has been authorized (name and surname and No.of identity card or other identification document) , in the name of (bidder’s name), as a bidder, to attend the public opening of bids by Request for collecting the bids (name of the Procurer) No.\_\_\_\_\_\_\_\_ dated from\_\_\_\_\_\_\_\_\_\_\_\_year, for the procurement (description of the subject of procurement) and to represent the interests of this bidder in the procedure of public opening of the bids.

 **Authorised person of the bidder**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(name, surname and position)

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

 (signature in own hand)

 Place of seal

*Note: Authorisation should be submitted to the Committee for Opening and Evaluating the Bids of the Procurer immediately prior to the beginning of the public openi*ng *of the bids.*