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| **PART A: INFORMATION FOR THE TENDERER** |

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| **Name and address of the contracting authority:** Municipality of BelaCrkvaMiletićeva 2, 26340 BelaCrkva, Republic of Serbia  **Title of the tender:Technical Design**  **Reference number:** RORS34/Municipality of BelaCrkva/TD7  **Date of launching: 08/09/2017** |

1. **INFORMATION ON SUBMISSION OF THE TENDERS**

Subject of the contract:

The subject of this tender is:

- Implementation of services as indicated in the technical information in the point 2 of these information;

Deadline for submission of the tenders:

The deadline for submission of tenders is **18/09/2017 at 12:00 hours**. Any tender received after this deadline will be automatically rejected.

Financial information

The tenderers are reminded that the maximum available value of the contract is 20.000 EUR. (ForRomanian partners including VAT).

The Financial offer must be presented as an amount in EUR orRSD and must be submitted using the template for the global-price version of PART C: FORMAT OF FINANCIAL OFFER.

In case when the offers are submitted in national currencies, the exchange rate to be used for checking financial compliance with available budget (during financial evaluation), shall be InforEuro exchange rate for the month when the tender is launched

The applicable tax and customs arrangements are specified in the draft contract in Part A of this tender dossier.

Variant solutions

Tenderers are not authorised to tender for a variant in addition to this tender.

Subcontracting

Subcontracting is not allowed.

Award criteria:

***In case more than one offer received***: best value for money, weighting 80% technical quality, 20% price.

Evaluation criteria for technical offer:

* Organization and methodology: 40 points
* Proposed inputs: 40 points
* Time frame: 20 points

TOTAL: 100 points

***In case one offer received***: the Contracting Authority shall check whether the offer is administratively, technically and financially compliant with the requirements set by this tender documentation.

Interviews:

No interviews are foreseen.

Award notification:

The successful tenderer will be informed of the results of the evaluation procedure in written form.

Contract award notice will be published on the programme website. The estimated time of publishing is 7 days from the deadline for submission of tenders.

Address and meanings for submission of the tenders:

The tenderers will submit their tenders using the **standard set of submission forms available in the Part B – Technical offer and the Part C - Financial offer**. Any other document supporting this invitation is sent for informational purposes only and is not to be modified nor submitted by the tenderer. The tender will be submitted in **1 original**. Any tenders not using the prescribed form may be rejected by the contracting authority.

In addition to the offer the tenderer is required to provide the following supporting documentation:

* Copy of legal registration(only if not publicly available for Contracting Authority to consult)
* CVs (in format given in this tender dossier alongside with list of key experts), Copies of Diplomas, Licences and Confirmations of work experience mentioned in CV-s for proposed key personnel.

The tenders will be submitted in sealed envelopes, containing the following information:

* Name and address of the tenderer
* Title of the tender: Technical Design
* Reference number: RORS34/Municipality of BelaCrkva/TD7
* The words: ‘’Not to be opened before the tender opening session’’ (and “Ne otvarati pre sastankazaotvaranjeponuda’’)

Tenders must be submitted using double envelope system, in an outer parcel or envelope containing two separate, sealed envelopes, one bearing the words "Technical offer”- part B and "Financial offer" -Part C. Any infringement of this rule (e.g. unsealed envelopes or references to price in the technical offer) is to be considered a breach of the rule, and will lead to rejection of the tender.

The tenders will be submitted in person, by post or courier service to the following address:

Municipality of BelaCrkvaMiletićeva 2,

26340 BelaCrkva, Republic of Serbia

AleksandarCirin+381638156775

The tenderers are reminded that in order to be eligible the tenders need to be received by the contracting authority by the deadline indicated above.

1. **TECHNICAL INFORMATION**

The tenderers are required to provide services as indicated below. In the tenderer’s technical offer, the tenderers might indicate more details on the deliveries, referring back to the requirementsbelow.

* 1. Title of activity 1 Technical Designing

Description of expected outputs / results to be achieved

Contractor will produces technical documentation necessary for construction of new Agrico Market in line with following Terms of Reference

### *DESCRIPTION OF THE ASSIGNMENT*

*Consultant will create technical documentation necessary for construction of the agricultural market complex :*

* *IDR - Conceptual solution (necessary for obtaining location conditions)*
* *PGD – Project for building permit (necessary for obtaining build licence)*
* *PZI – Project for construction works (necessary for execution of works on the construction)*

*This documentation will include:*

* *Elaborate on geomechanical properties of the terrain (if it is necessary)*
* *Designs in line with technical parameters established in Urban Design including:*
* *Architectural-Construction design*
* *Traffic, parking, pedestrian and green zones design including draining system*
* *Water and Sewerage installation design*
* *Electrical Intsallation design*
* *Signalling and Communications installation design including automatic fire detection and alarm installation, video surveillance system, sound system, anti-burglar alarm system*
* *HVAC system design*
* *Fire protection system design*
* *Technologic design dedicated for market equipping*
* *EnergyEfficiencyStudy*
* *Fire protectiondesign / study*

*Consultant is obligated to modify existing IDR in according to the instructions of Investor and create new IDR as basis for creation of PGD after it is approved by Contracting Authority.*

*Designs will rely on existing Urban Design. It should be in line with Serbian legislative and especially*

* *Law on Planning and Construction ("Official Gazette of RS" No. 2/2009, 81 / 200- - 64/2010 - Decision US, 24/2011, 121/2012, 42/2013 - decision US, 50 / 2013 - decision US, 98/2013 - decision US, 132/2014 and 145/2014)*
* *Guidelines on the content, method and procedure of preparation and the manner of controlling technical documentation according to the class and purpose of the facility ("Official Gazette of RS", No. 23/2014, 77/2015, 58/2016, 96/2016, 67/2017)*

*In all design phases Consultant need to have in mind final purpose of designed complex and to create it in according with HACCP and other relevant standards.*

*GENERAL INFORMATION ABOUT BUILDING AND LOCATION*

*Location*

*The location is situated in Block no. 17, on the cadastral parcel No. 10447/62 KO Bela Crkva. Surface of parcel is 8070 m2. Intervention area is approximately 6000 m2.*

*Object*

*Green Market - food and goodsmarketplace ( for selling meat, fish, fruits, vegetables, organics products, flowers, home-made sweets, hand-made bakery products and similar products)*

*Purpose of architectural and urban parameters*

*General*

*"The market is a special market institution that organizes retail stores, through managing, maintenance of specialized premises for the sale of market goods and related services. Market trade involves the sale of goods in stalls, pens or special stores including fresh produce and food products, handmade products and craft products, other consumer goods, as well as providing related services. Market is a legal entity registered to conduct business organization of market sales, in accordance with the regulations on registration of Legal Entities. Sales are performed by traders in the market. "*

*"Act the competent local authorities regulate the location, equipment and maintenance managing, working hours and other issues of importance for the market."*

*Urban technical parameters*

*Urban technical parameters (occupancy plots, coefficient of development, the regulating and building lines, architectural solution etc..), which is necessary to fulfil the Design is defined by Urban Design.*

*Within design solution Consultant should envisage landscaping solution with protective vegetation, (benches, garbage cans, masts, etc.), paths and roads with adequate parking space.*

*Purpose of facility*

*Subject of designing of an Agricultural Market is a complex task of designing a market hall with all necessary supporting facilities (reception desk / security, technical facilities, garbage disposal, market fences. etc). Facilities within the complex are situated on levels from P+0, maximum P+1. Market hall with all facilities should have approximate net area of 1846 m2 of built space (main object 850m2, Canopy 606m2, open part for stalls 390m2). The traffic surfaces and the plateau are on the surface of about 3624 m2 and the green areas are 530 m2.*

*Consultant is obligated to modify existing IDR in according to the instructions of Investor and create new IDR as basis for creation of PGD after it is approved by Contracting Authority.*

*Besides the market hall, Consultant should forecast organization and predict the sales activity organized on stalls in covered area within complex.*

*Within the indoor facility Consultant should predict functionally separate and clearly differentiated zones for small businesses, entrepreneurs and other retailers (vegetables, fruits, meat, milk, cheese, fish, bakery and flowers).*

*In accordance with the preliminary design and the Contracting Authority requirements, within the market complex it should be predicted at least 113 places for sales - stalls (64 market stalls in covered part, 19 market stands in open part, 6 shops, flowers area with 6 stalls, 18 showcases)*

*The design should forecast and all other ancillary facilities necessary for the operation of market, in accordance with the laws and regulations of Republic of Serbia and in accordance with the relevant regulations and standards for this type of facility.*

*Beside other ancillary facilities Consultant should predict: a laboratory; office of market administration, the site for the receipt of goods, measurement and packaging room and room for inventory and cleaning accessories.*

*Consultant should also predict sufficient number of wardrobe and toilets for employees and visitors in accordance with the standards for this type of facility.*

*The architectural design, construction and materialization of the object*

*Facility should be designed in line with architectural solution from Urban design andmandatory in consultation with the Institute for the Protection of Cultural Monuments in Pančevo, since the market is located in within the boundaries of the recorded spatial-cultural-historical whole, and it is necessary to preserve the ambient value of the spatial whole. The floors of the objects should be aligned with the objects in the surrounding, respect the existing spatial concept.*

*The choice of the basic structure of the building is expected to comply with criteria of modern, fast and cost effective construction accordance with capabilities of potential construction contractors, with full respect for all architectural and technological solutions and use of masonry structures, reinforced concrete and steel structures.*

*Foundations are to be designed in accordance with the geotechnical study on the location.*

*Building of the object should be predicted with high quality materials. Facade and interior walls should be designed as masonry built or prefabricated.*

*Design should provide high quality hydro, thermal and acoustic insulation of building, and all in accordance with the relevant standards and regulations.*

*All materials designated to be used for processing of interior surfaces (floor, wall, ceiling) must comply with the requirements and purpose of area of the building, and in line with modern trends in a construction of such facilities.*

*Traffic, pedestrian and open spaces*

*Design of roads, parking places, footpaths and open spaces in the complex should be based on geodetic survey of the affected field, this terms of reference with continuous cooperation with Contracting Authority and public services that have an impact on traffic solution. Traffic within the spatial market of the market should be controlled. It is necessary to form pedestrian flows and zones through the interior of the block.*

*Design of planned facilities, water supply, sewerage and storm water drainage, PTT, power grid and other external infrastructure will not be subject to this part of the design. The designer is required to coordinate all design solutions with other infrastructure designs and solutions that are situated on site.*

*Pavement surfaces for traffic should be predicted for possibility of passage of utility and fire fight vehicles, in according to the field conditions and geotechnical characteristics of terrain covered in the study of geotechnical conditions for construction of newly designed buildings on the site.*

*For the purpose of agricultural market complex Consultant should predict min. 9 parking spaces for trucks.*

*Consultant should incorporate in Design suitable terrain levelling within the complex to provide natural drainage of the surface water to the drainage channel and reduce flooding of traffic or pedestrian lines to a minimum.*

*Bordering of pavement and sidewalks should be predicted with precast concrete elements.*

*All Designs should be created in accordance with existing regulations, norms and standards for this type of work, taking into account the efficiency and economy of design solutions.*

*REQUIRED LEVEL OF INSTALLATIONS AND EQUIPMENT FOR THE MAIN DETAILED DESIGN*

*Water and Sewerage*

*Planned construction of an agricultural marketplace complex should be equipped with the necessary hydro-technical infrastructure and connected to water and sanitation network respecting conditions given by utility company.*

*Design should be created based on:*

* *These Terms of Reference*
* *Conditions for the design given by relevant utility company*
* *A traffic and terrain levelling solutions*
* *Architectural drawings*
* *Regulations and standards for this type of installation*

*Plumbing*

*Design should envisage water supply of sanitation infrastructure, hydrant network and irrigation system of green areas.*

*Connection to the street network should be established using standard fittings and valves in according with conditions given by utility company.*

*Water meters with additional reinforcement should be placed in water meter manhole in according to the conditions obtained from the distributor. Separated metering should be designed for hydrant network, shops and rest of the market.*

*Predict distribution of external hydrants, allocated on distances and positions in accordance with the applicable regulations for this type of facility.*

*Predict irrigation network of green areas with garden hydrants distributed in according to the requirements of the landscaping design.*

*Internal hydrant system should be designed in accordance with the applicable regulations for this type of facility.*

*The layout of fire hydrants positions should be in line with fire protection design.*

*Internal fire hydrants should be distributed in such a way that each point of the object to be "covered" hydrant spray.*

*Distribution hydrants in the facility should be made from galvanized steel pipes and fittings.*

*Distribution of drinking water supply should be made by polypropylene water pipes.*

*Preparation of hot water should be resolved locally by electric boilers.*

*Distribution network should be placed visibly hidden in suspended ceilings and walls protected from the influence of fire exposure and behind insulation with flammability class in according to the request of fire protection.*

*Sanitary sewer*

*The Design should envisage collection of all sanitary wastewater and distribution of the same to the street sewer in according with conditions given by utility company.*

*Distribution of sanitation network should be resolved through the walls, under suspended ceilings and floor.*

*Sanitary sewer network should be made from polypropylene tubes.*

*Design should predict an appropriate number of revision holes, arranged in such fashion to permit access to the entire length of all pipes.*

*The wastewater with fat content should be treated through grease separators before entering street sewer network. Separator should be positioned outside of the facility accessible place for ease of maintenance.*

*Waste water from the floor should be collected by precast linear channels with cover grilles and floor drains.*

*Dimensions of piping should be determined in according with current technical regulations and hydraulic calculations.*

*Outdoor sewerage pipes should be made of PVC-U drainage pipe class load CH4.*

*In all places where route of the pipes are diverted, if needed, in the straight sections of pipeline precast concrete manholes for revision should be predicted.*

*Storm drain sewer lines*

*Complete storm water should be collected by underground piping network and taken to the street storm water drainage in according with conditions given by utility company.*

*Collection and storm water from the roof should be resolved by gutters within the architectural design. Last two meters before entering the soil gutter pipes should be made from cast iron sewer. Further distribution of rainwater should be performed by underground network to external sewer lines.*

*Storm water from the parking should be collected by street gutter system and taken to the street sewer lines. Prior to discharge to street sewer system storm water should be treated through the separator of oil products (if it is necessary).*

*Dimensions of piping should be determined by the current technical regulations and hydraulic calculations.*

*The outer rain drains should be designed using polypropylene PP corrugated pipes for sewage SN 8 class load.*

*In all places where route of the pipes are diverted, if needed, in the straight sections of pipeline precast concrete manholes for revision should be predicted.*

*Sanitary appliances*

*Number and distribution of sanitary facilities in all sanitary toilets should be predicted in according to the functional units involved, the architecture design and consent of the Contracting Authority.*

*All plumbing and sewer should be designed in according to the regulations for this type of installation with all necessary text, computational and graphical documents.*

*Electrical power installations*

*Subject and scope of the design*

*The main design for electrical installations complex green market in Bela Crkva done on the basis of:*

* *This Terms of Reference;*
* *Requirements for the design and connection to the grid company responsible for the distribution of electricity;*
* *Architectural drawings;*
* *Design of plumbing, HVAC, telecommunications and signalling systems, fire protection, outside the complex arrangements of space, and information about technologic requirements for consumers (market occupants)*
* *Regulations and standards for this type of installation.*

*The design should cover the following issues:*

* *Connection to utility grids and metering of electricity under the terms of the relevant electricity company ("Elektrovojvodina" – Bela Crkva);*
* *Disposition of major and local distribution boards, as well as the route of the main cable distribution system in the object;*
* *Auxiliary and anti-panic lighting;*
* *Exterior lighting of roads and parking lots;*
* *Terminals and power sockets for general consumers and technical appliances;*
* *Power and Control of Electrical Drives HVAC ventilation systems, air conditioning and heating as well as other technical systems and devices if they provided some of the above designs;*
* *Grounding and equalization of electric potentials for metal masses;*
* *Storm lightning protection installation;*

*Power and measurement of electric power*

*Power connection from low-voltage distribution network to facility should be predicted via cable connection to a box on the facade of the building and to the metering cubicles (measurement group), major and local distribution boards and the boards inside the building. Internal cable distribution from cable terminal box to the measurement group and the main distribution board should be predicted by copper cables passed through the flexible plastic hose.*

*The outer cable distribution to designated transformer substation, if it is outside the boundaries of the complex plot, to the cable connection boxes on the facade is not the subject of this design.*

*The measurement of electric energy consumption for the whole agricultural market complex should be performed over the central measuring groups .*

*For some parts of the building as well as outlets that are issued under the contract, and whose users are: butchers, bakers, canteens, etc.. control electricity measurement units should be predicted. In this purpose, for each such consumer Consultant need to predict local distribution board for electric supply of the same.*

*Distribution of electricity in the building*

*Distribution of electrical energy in buildings from major and through local distribution board to the final consumers (lights, sockets and power terminals), should be perform with copper wiring and "halogen free" insulation with required number of wires, cables and safety system to a required fire resistance time. (System should continue working during a fire to save people and property)*

*Auxiliary power supply*

*Consultant should create division of power grid to a distribution and generator part, although in this phase of the project, which is financed from the EU funds no purchase and installation of backup generators is envisaged. However Consultant should predict later acquisition of the backup generator of container type for outdoor installation by designing cabinet and automation system through which backup power will be introduced to the facility. Control cabinet and automation for this system should be set in electrical control room with the main distribution boards.*

*The auxiliary power consumers should include consumers of security systems:*

*- Security (auxilary and anti - panic) lighting;*

*- Signal fire alarm systems;*

*- If other systems are provided for fire design and*

*- Cooling showcases and other prioritised consumers.*

*Cold rooms in butcher shops that will be given on contract will not be connected to auxiliary power.*

*Power requirements of the backup generator should be determined on basis of power balance, taking into consideration the factor of starting current of the motor drives.*

*Electric lighting*

*Interior lighting in hall for the sale of fruits and vegetables should be solved with metal halide lamps for good colour recognition. Medium brightness level should be between the 250-300lux. In other areas Consultant should use energy efficient fluorescent tubes. In offices and premises where groceries are sold predict intermediate brightness of 500lx. The number and strength of light sources should be determined by calculation.*

*Light sources should be chosen in according to purpose and type of ceiling space. Each office, sales department or any other room should have switch for ignition of light sources locally, and in the hall for the sale of fruits and vegetables lights should be ignited through the central switch in the distributor housing.*

*Anti-panic lights should be set to illuminate escape routes, hydrants and exit of the building. They need to have their own battery packs for 3 hours of operation.*

*Outdoor lighting should be realized using lights on the pillars and the facade of the building. For light sources Consultant should predict sodium lamps and metal halide lamps where necessary or other cost-effective solution. Layout of the illumination sources and their power should be calculated in order to facilitate safe transport within the complex. Turning on of external lighting should be facilitated in manual or automatic mode via the time switch or brightness sensor or manual switch.*

*Power outlets and terminals*

*For powering of general and technological consumers Consultant should anticipate the installation of single-phase and three-phase sockets with protective contact and fixed terminals. Placement of the sockets and fixed terminals should be aligned with technology design, interior design and position of other installations.*

*Consultant should predict powering of all associated wirings for a telecommunications system, hydraulic and thermal engineering system and other systems in accordance with the requirements of the Design.*

*Installation of electrical drive system*

*Installation of electrical drive and automation for HVAC (heating, ventilation and air conditioning) should be designed in accordance with the requirements of the design in question. HVAC systems should be equipped with local automation controllers which will be able to connect to a central monitoring and control system of the entire complex.*

*Grounding and storm lightning protection installation*

*Consultant should predict the grounding strip made from galvanized steel around foundation of the building, as a common grounding for electrical and lightning protection installations.*

*For the protection against storm lightning Consultant should predict classical lightning protection installations in the form of a Faraday cage. Lightning rod gripper should be made from aluminium conductor and connected with grounding lines via galvanized steel conductors placed in prefabricated reinforcement concrete columns during their fabrication.*

*For protection against direct contact with the voltage Consultant should predict TN (C)-S system of distribution. Separation of N and PE conductors should be performed in the main distribution board. Equalization of potential of metal masses should be designed via bus rails to grounding system. As an additional measure of protection in wet areas Consultant should apply Residual Current Devices.*

*Regulations and standards*

*Design documentation should be done in accordance with applicable regulations, technical norms and standards for this type of electrical installations.*

*Telecommunications, information and signal wiring*

*The Consultant should design the necessary telecommunications and signalling installations for the complex of agricultural marketplace tailored to the specific mode of business and user needs. Design should be in line with all applicable Serbian and international standards.*

*Structural cabling system*

*Consultant should design integration of computer networks, telephone systems and other systems based on IP protocol into a single system that allows the transmission of data, voice, audio and video signals via a single installation. The system envisaged to ensure reliable transmission of various types of signals at frequencies up to 250 MHz (Cat6).*

*Concentrations of system design in 19 "rack cabinets, free standing or wall mounted, of the the required height. Main system concentration should be predicted in technical room.*

*Telecommunications outlets should be arranged in according with user requirements, purpose of the room and interior design. For each sales department Consultant should predict sockets with 2x RJ-45 Cat6 modules. In common and technical areas, ATMs, POS terminals, laboratory, etc.. sockets with 1x RJ-45 Cat6 module.*

*For interconnection of cabinets predict optic cables.*

*Connection at the external telecommunications infrastructure should be in line with technical requirements issued by the competent services of Telekom Serbia.*

*Number of WiFi routers should be placed inside building to provide operators and consumers with free internet access.*

*Active equipment, workstations, phones, etc.. are not the subject of the design.*

*The automatic fire detection and alarming system*

*Consultant should design system for the timely detection of the occurrence and origin of the fire at an early stage and alarming visitors and employees that the fire was detected in the complex. System should be in line with Law on Fire Protection.*

*Design should incorporate a central addressable system device, microprocessor controlled unit to which the elements are connected to form a loop. Each element in the loop has its own address on the basis of which it is possible to easily locate the place of fire. Central unit should be situated in security officer room with 24 hours standby. Operator should have possibility to remotely operate other fire protection systems in accordance with the basic design of fire protection.*

*On the evacuation lanes manual fire alarm switches should be installed. For sound alarm siren with the appropriate volume should be designated.*

*Sound System*

*Consultant should predict the centralized sound system that allows broadcasting of functional (background) music, and broadcast voice messages and notifications.*

*The system should be dual channel. Central system accessories (controller, power amplifiers, routers) should be predicted for mounting in 19 "rack cabinet in the technical room. Number of speakers should be determined based on a formula provided that the noise level in the office is 86 dB, and in all other areas is 89 dB.*

*The video surveillance system*

*Consultant will design video surveillance system to facilitate monitoring the predicted vital points of the object in and to provide information to the user about the situation in and around the building and archiving of data for post-processing. Video monitoring should cover of all entrances to buildings and vital areas, perimeter, parking and retail space outside and inside. Consultant should predict a distributed system based on TCP / IP communication protocol that provides system flexibility and customization with additional needs and requirements. Video distribution should be predicted through the IT system at the assigned channel.*

*The control unit for controlling the system, recording and archiving predicted for mounting in a 19 "rack cabinet in the technical room. System designed so that it can be accessed from a remote location.*

*For each position Consultant will need to choose an appropriate type of camera considering, lighting conditions and the required level of protection.*

*Consultant should predict workstation and monitoring systems that meet the hardware requirements of the application. Workstations should be situated in the security room and / or in a room with 24 h standby.*

*Anti-burglar security system*

*Consultant should predict intrusion signalling system to protect the building and officers from burglary and assault.*

*Consultant should design modern addressable microprocessor-controlled system with switchboard. Intrusion signalling system needs to cover all areas in which is possible to make an uncontrolled invasion and burglary, as well in all areas that are relevant to the work in the building (entrance to the building or specific parts sales, technical rooms, laboratories, etc.)..*

*Cable installation*

*All the cable installation should have halogen-free sheath. For executive functions of fire detection system cables Consultant should use solution with functionality in a fire for at least 30 minutes, and in accordance with the Detailed Design of fire protection. Laying cables should be in perforated cable trays situated in false ceiling, installation of flexible pipes below the finish ceiling and / or wall surface-mounted installation in ducts.*

*Thermo – technical installation*

*External design conditions should be:*

*Winter: Outside temperature = - 15.40 C, φ = 90%*

*Summer: Outside temperature = + 34.00 C, φ = 35%*

*The internal design conditions:*

*Interior design temperature / Humidity: winter – summer (provisional figures yet to be established after presentation of preliminary design and associated cost-effectiveness of HVAC system)*

*Office and retail spaces +20 ± 1 ° C / -% - 25 ± 1 ° C / -%*

*Agricultural market (fruit and vegetable) + 16 ± 1 ° C / - 27 ± 1 ° C / -%*

*Possible sources of heat energy:*

*- Boiler on agro-pellet or*

*- Refrigerating machines with air or water cooled condenser - type of heat pump (heating mode operation)*

*Possible sources of cooling energy:*

*- Refrigerating machines with air or water cooled condenser - type of heat pump (work in cooling mode)*

*- Natural air circulation*

*Distribution of heating ventilation and air conditioning:*

*- Fan coils for heating and cooling*

*- Fan heater for heating large spaces*

*- Air handling system for the preparation of external ventilation air*

*Special conditions*

*Relative humidity is not controlled, nor in winter or summer.*

*Each type of system for HVAC operations requested will be proposed to Contracting Authority by Consultant during creation of preliminary design with installation costs, operation costs and maintenance costs. After analysing cost-effectiveness of the each one proposed solutions Contracting Authority will select HVAC system to be used. If there is water cooled thermal pump selected for HVAC operations Consultant will need to design entire system for water supplies including necessary water well/s. (boreholes)*

*Cold storage for meat and fish, in showrooms for meat and fish, are not part of this project. Consultant will only predict necessary power installation connections.*

*Refrigerated display cabinets used in the sales area for cheese and dairy products, and in part for meat and meat products should have operating temperature from -4 ° C to +8 ° C. Refrigerated display cabinets have a level exhibition depth 800-900 mm and a total length of cabinets is 45 meters. This design should incorporate the necessary installation connections and showcases which should be also included in the Bill of Quantities.*

*All types of air conditioning equipment should be designed to work with refrigerant not containing chlorine.*

*Documentation necessary for preparation of Design*

*- Planning regulations*

*- This terms of Reference*

*- Detailed architecture design*

*List of standards and recommendations*

*The main design HVAC should be done in according to the following laws, standards and recommendations:*

*- Law on Planning and Construction, Official Gazette RS 24-2011*

*- Regulations on energy efficiency of buildings, Official Gazette RS 61-2011*

*- Regulation on the content and manner of preparation of technical documentation for buildings, Official Gazette RS 15-2008*

*- Law on Environmental Protection, Official Gazette RS 135-2004*

*- Law on Safety and Health at Work, Official Gazette RS 101-2005*

*- Regulation on technical standards for ventilation and air-conditioning, Official Gazette RS 38-89*

*as well as the other recommendations for this type of installation.*

*The fire protection design*

*The fire protection design needs to be done in accordance with currently applicable Laws and Regulations of RS.*

*Technological design and equipment of the AGRICO Market*

*Develop technology design labs, a bakery, restaurants / canteens and facilities for cold room for meat, fish and dairy products as well as space for receiving and measuring goods.*

*In the technological design Consultant needs to include all features predicted for all of the functional units, as well display cabinets, offices, stalls, dressing rooms, etc.*

**Required inputs**

* Sufficient number of qualified and experiences staff e.g. required types of Engineers with appropriate licences recognized by Serbian legislative system and other key staff necessary for performing this service.
* All equipment, premises, vehicles and other backstopping support necessary for performing this service.

**Required time frame**

Service Contract will have duration 3 months in total. Tenderer should calculate in this timeframe all necessary operations and legal actions for obtaining terms and conditions for technical designing and certificates and documentation required for issuing Construction licence within legal limits of construction legislative of Republic of Serbia. Being responsible for issuing of Construction Licence Contracting Authority will issue Construction Licence within 10 days if all required preconditions are fulfilled.

Also all other normal operations necessary to be performed by Municipality BelaCrkva acting as Contracting Authority to support implementation of this contract will be performed within two working days.

In case there is some unforeseen problems needed to be alleviated or additional services performed before issuing Construction Licence contract may be extended but without incurring additional cost to Contracting Authority by Contractor. Contractor will perform all additional services if required or technical design modifications necessary for obtaining Construction licence in according with Serbian legislation without additional charge.

1. **ADDITIONAL INFORMATION**

The unsuccessful/successful tenderers will be informed of the results of the evaluation procedure. In this sense the CA shall send a notification to the successful tenderer and post an announcement on the website with the name of the successful tenderer followed by the mentioning that “all other tenders were not administratively /technically/ financially compliant”

Confidentiality

The entire evaluation procedure is confidential, subject to the Contracting Authority’s legislation on access to documents. The Evaluation Committee’s decisions are collective and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy. The evaluation reports and written records are for official use only and may be communicated neither to the tenderers nor to any party other than the Contracting Authority, the European Commission, the European Anti-Fraud Office and the European Court of Auditors.

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| NOT TO BE FILED IN BEFORE CONTRACT SIGNING  NOT TO BE SUBMITTED WITHIN THE OFFER!!! |

**FORMAT OF THE CONTRACT BETWEEN THE CONTRACTOR AND THE CONTRACTING AUTHORITY**

**CONTRACT TITLE:** Technical Design

**REF:** RORS34/Municipality of BelaCrkva/TD7

**Concluded between:**

*Municipality of BelaCrkvaMiletićeva 2,*

*26340 BelaCrkva, Republic of Serbia*

(Contracting Authority)

AND

<*Title>*

*<Address of the contractor>*

*<Official registration number/VAT number[[1]](#footnote-2)>*

(Contractor)

**Article 1: Subject of the contract**

The subject of the contract is the Technical Design as indicated in the contractor’s offer – ‘’Part B: Format of offer to be provided by the tenderer’’

**Article 2: Contract value**

The total contract value for implementation of services indicated in the Article 1 is: <XXX EUR/RSD,

The contract shall be exempt from all duties and taxes, including VAT.

**Article 3: Contracting documents**

The documents which form the part of this contract are (by the order of precedence):

* Contract agreement
* Contractor’s offer as provided in the tendering phase – ‘’Part B: Format of offer to be provided by the tenderer’’
* Contractor’s financial offer –“ Part C:Format of financial offer”
* Any other supporting documentation if applicable

For any issues not defined in this contract agreement the rules of General conditionswill be applied (Annex B8dofPRAGb8d\_annexigc\_en.pdf)

<http://ec.europa.eu/europeaid/prag/previousVersions/annex.do?num=2015.0&lang=en>

**Article 4: Deliveries and payments**

The contractor will deliver without reservation the services indicated in the contractor’s offer ‘’Part B: Format of offer to be provided by the tenderer’’. The deliveries will be implemented within the indicated dates.

The contracting authority will pay to the contractor for the services in the amount indicated in the Article 2 of this contract document.

In case the contract is concluded in EUR, and payments are made in NC, applicable exchange rate must be InforEuro exchange rate for the month of the issuing of invoice or pre-invoice in case of VAT exemption.

The payments will be issued by the following time schedule.

|  |  |  |
| --- | --- | --- |
| **Day/Month** |  | **<EUR/RSD>** |
| Month 2 | Interim payment, after -  IDR is finished and aproved by Contracting Authority with all terms necessary obtained | <30 % of the contract value / Absolute amount > |
| Month 3 | Balance final payment, all services required by this tender are finished and approved. | <70 % of the contract value / Absolute amount > |
|  | **Total** | <Total contract value> |

\* - The contractor will provide contracting authority with the brief report on execution of the services, which will represent the basis for issuing interim and balance final payment

**Article 5: Duration of the contract**

The duration of the contract is 3 months.

Commencement date is date of signature of the contract by both parties.

**Article 6: Resolving of disputes**

Any disputes arising out of or relating to this Contract which cannot be settled otherwise shall be referred to the exclusive jurisdiction of Serbian competent Court of Law in accordance with the national legislation of the state of the Contracting Authority.

|  |  |  |  |
| --- | --- | --- | --- |
| **For the Contractor** | | **For the Contracting Authority** | |
| Name: |  | Name: |  |
| Title: |  | Title: |  |
| Signature: |  | Signature: |  |
| Date: |  | Date: |  |

1. Where applicable. For individuals, mention their ID card or passport or equivalent document - number [↑](#footnote-ref-2)