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

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| **Name and address of the contracting authority:** Public Enterprise Roads of Serbia, Bulevar Kralja Aleksandra 282, 11000 Belgrade, Republic of Serbia  **Title of the tender:** Supervisor for works on traffic infrastructure External expertise and services  **Reference number:** 481/ROS/TD1  **Date of launching:** 05/03/2021 |

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 **15/03/2021 at 12:00hours**. Any tender received after this deadline will be automatically rejected.

All questions regarding this tender procedure may be submitted to:

[milorad.martinov@putevi-srbije.rs](mailto:milorad.martinov@putevi-srbije.rs)

on English Language with clear indication of tender reference number before 09.03.2021 at 15.00 hours.

Contracting Authority will publish all questions and answers as well eventual corrigendum regarding this procedure on the programme website on 12.03.2021 at the latest.

Financial information

The tenderers are reminded that the maximum available value of the contract is 12.000,00 EUR equivalent to 1.410.828,00 RSD if offer is in National Currency.

The Financial offer must be presented as an amount in EUR or RSD 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 after the date of contract signature.

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
* CV, diploma, licence and proof of employment of Civil Engineer with licence number 312 or 315 or 318 or 412 or 415 or 418 or equivalent issued or certified by relevant institution in Serbia in according with Serbian legislation.
* CV, diploma, licence and proof of employment of Civil Engineer with licence number 370 or 470 or equivalent issued or certified by relevant institution in Serbia in according with Serbian legislation.
* Proof that tenderer has implemented at least 1 contract for professional supervision of the state road rehabilitation with performing of supervision control laboratory testing, where the total value of the supervised works under that contract was at least EUR 450.000,00

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

* Name and address of the tenderer
* Title of the tender: Supervisor for works on traffic infrastructure External expertise and services
* Reference number: 481/ROS/TD1
* The words: ‘’Not to be opened before the tender opening session’’ and “Ne otvarati pre sastanka za otvaranje ponuda’’

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:

Public Enterprise Roads of Serbia, Bulevar Kralja Aleksandra 282, 11000 Belgrade, Republic of Serbia

For Milorad Martinov

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 1Services of Supervision of works for road construction

Description of expected outputs / results to be achieved

The objective of the contract is the provision of works supervision services in the capacity of the Contractor under National legislative conditions of contract for construction works. The Contractor shall provide technical and financial supervision of the works as defined in the contract during the implementation of works contract Construction of heavy maintenance of part of state class road IB-15 from km 165+606 to km 167+406. Maintenance will include construction works and traffic signage. The works contract is supervised during the construction period, trial run period and defect notification period. Also the contract covers the capacity of the 'supervision engineer' under the Serbian law on physical planning and construction and regulation on methods and procedures for supervision of works. Works are funded under IPA Interreg CBC Romania-Serbia Programme and Works Contract is signed under PRAG 2016 rules. Supervision service must be provided within legal framework of this type of work Contracts.

In particular Contractoracting as Supervisor is expected to provide:

* + Full compliance with provisions of the Law on Planning and Construction and Rulebook on Content and Way of Conducting Professional Supervision, as well as other relevant regulations applicable in this field
  + Taking charge of implementation of contractual obligations relating execution of works agreed upon between the Contracting Authority and the Contractor;
  + Considering, commenting, acceptingor contesting the detailed time schedule before commencement of works, as well as during the execution of works;
  + Regular follow-up of dynamics of conformity with agreed deadlines;
  + Execution of works in accordance with content, quality, quantity, accuracy and dynamics;
  + Influencing the Contractor regarding compliance with the construction deadline prescribed in accordance with the Contract and warns the Contracting Authority about the eventual delays
  + Control of the execution of works according to the technical documentation and provide necessary explanations and instructions regarding interpretation of technical documentation
  + Control of compatibility of all types of works with design-technical documentation based on which construction of the facility and timely reaction in case of deviations from construction plan are performed
  + Regular and timely monitoring of quality of executed works and checking if conditions and measures defined by law or other regulations, standards and technical standards are applied in performance of all types of works;
  + Timely detection of change of construction conditions and taking the necessary actions in case that these conditions influence further execution of works;
  + Directing the execution of works through usage of construction logbook and in accordance with the technical documentation, bid and signed contract;
  + Control and verification of interim payment certificates and final certificate – Verifie seach of the Contractor’s interim (or final) certificate, and along with every such certificate submits its own interim (or final) certificate. Certificate and eventual accompanying material shall be submitted in 1 hard copy and 1 copy written electronically on a CD;
  + Control of correctness of performance of necessary adjustments and deviations from technical documentation;
  + Registration of each change and event relevant for evaluation of quality, scope and deadlines;
  + Follow-up with application of conditions and environmental protection measures;
  + Veracity and accuracy of costing, approved certificate and preparation, together with the Contractor, of all accounting documents for the final statement;
  + Gathering and preservation of complete documentation necessary for taking-over certificate (attestations, records, constructionlogbook, master constructionbook, records on as-built state);
  + Signing of the construction log book and master construction book;
  + Control of material in terms of gathering of attestations for material which the Contractor plans to incorporate (qualitycontrolof material and equipment which are incorporated, i.e. placed, and check if they are accompanied with necessary attestations, certifications and other documentation proving their quality);
  + Control of incorporated materials in terms of organization of control tests (identification of location for sampling, definition of number of samples, measurements and the like) and engagement of an independent laboratory. The Contracting Authority, at the request of the Supervising Body, engages an independent laboratory to test the quality of incorporated materials;
  + Control of compliance between placement of traffic signage and the Rulebook on Traffic Signage, the Law on Traffic Safety and relevant Serbian (SRPS) standards;
  + Imposing interruption and/or suspension in case of delivery and/or incorporation of material which is suspected to lack the required quality and characteristics demanded in relevant rulebooks and standards, as well as in the technical documentation based on which the works are being executed, and in case of inadequate technology for execution of works or adverse weather conditions and other similar situations;
  + Participation in Commission for acceptance of works as per the final statement.
  + Administrative orders issued by the Supervisor shall be dated, numbered and entered in a register. The Supervisor shall send them electronically (by email) to representatives of the Contractor and the Contracting Authority. Hard copies shall be delivered by hand to representatives of the Works Contractor and of the Contracting Authority.

In addition to the above mentioned activities, the Supervision is obliged to perform the following control tests which serve for inspection of conformity with technical conditions defined in the technical documentation according to the relevant Serbian standards and relevant Technical conditions for construction of roads issued by the State Road Manager the PE Roads of Serbia:

* + Control tests of subsoil, sand and stone
  + Control tests of the produced asphalt mixture
  + Control tests of the placed asphalt mixture

*CONTROL TESTS OF SUBSOIL, SAND AND STONE*

Testing of subsoil

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| *Testing of subsoil* | *Testing frequency* |
| Determination of compression modulus by circular slab method | On each 200 m |

Testing of sand

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| *Testing of sand* | *Testing frequency* |
| Determination of compression modulus by circular slab method | On each 200 m |

Testing of crushed stone aggregate 0/31.5 mm

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| *Testing of crushed stone aggregate* | *Testing frequency* |
| Determination of compression modulus by circular slab method | On each 200 m |
| Determination of granulometric composition | On each 300 m³ |

*CONTROL TESTS OF THE PRODUCED ASPHALT MIXTURE*

Testing of the asphalt mixture

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| *Testing of asphalt samples* | *Testing frequency* |
| Stability at 60⁰C (kN) | For 450t of produced asphalt mixture |
| Creep at 60⁰C (mm) | For 450t of produced asphalt mixture |
| S/C (kN/mm) | For 450t of produced asphalt mixture |
| Bulk density of the sample (kg/m³) | For 450t of produced asphalt mixture |
| Apparent specific gravity (kg/m³) | For 450t of produced asphalt mixture |
| The share of total voids (%vol) | For 450t of produced asphalt mixture |
| Rate of void filling with bitumen ( %vol) | For 450t of produced asphalt mixture |
| Bitumen content (%mas) | For 450t of produced asphalt mixture |
| Granulometric composition | For 450t of produced asphalt mixture |

*CORE DRILLING OF COMPACTED ASPHALT*

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| *Testing of asphalt core* | *Testing frequency* |
| The share of total voids (%vol) | For 2000m² of *compacted asphalt* |
| Compaction degree, Cn [%] | For 2000m² of *compacted asphalt* |
| Thickness of consructed layer (height of core), h [mm] | For 2000m² of *compacted asphalt* |

Required inputs

* All necessary personnel, equipment, premises and supplies for implementation of service required.
* Civil Engineer with licence number 312 or 315 or 318 or 412 or 415 or 418 or equivalent issued or certified by relevant institution in Serbia in according with Serbian legislation.
* Civil Engineer with licence number 370 or 470 or equivalent issued or certified by relevant institution in Serbia in according with Serbian legislation.
* *NOTE: CVs, copy of Diplomas, licences and references confirmation should be submitted with offer.*
* *On site office will be provided by Works Contractor.*

Required time frame

*March 2021 -July 2021*

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:** Supervisor for works on traffic infrastructure External expertise and services

**REF:** 481/ROS/TD1

**Concluded between:**

*Public Enterprise Roads of Serbia,*

*Bulevar Kralja Aleksandra 282, 11000 Belgrade,*

*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 Supervisor for works on traffic infrastructure External expertise and services 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 (\* - in case of asking for registration of company or other information)

For any issues not defined in this contract agreement the rules of General conditions will be applied

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| B8d | Draft contract : General conditions (Annex I) | [b8d\_annexigc\_en.pdf [http://ec.europa.eu/europeaid/prag/images/documents/f_pdf_16.gif](http://ec.europa.eu/europeaid/prag/annexes.do?annexName=B8d&lang=en)](http://ec.europa.eu/europeaid/prag/annexes.do?annexName=B8d&lang=en) |

<http://ec.europa.eu/europeaid/prag/document.do?isAnnexes=true>

**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.

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| **Month** |  | **<EUR/RSD>** |
| 4 | Balance final payment | <100 % 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 balance final payment

**Article 5: Duration of the contract**

The duration of the contract is 4 months.

Commencement date is date of signature of 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.

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| **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)