

**FRAMEWORK CONTRACT FOR PUBLIC**

 ***/ /***

*According to Article 40 of Law No. 04/L-042 on Public Procurement in Kosovo*

**Date of the preparation of the Notice: 15/12*/2015***

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| --- | --- | --- | --- | --- |
| **Procurement No** | **209** | **015** | **040** | **211**  |

This notice has been prepared in the LANGUAGES:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Albanian | [x]  | Serbian | [x]  | English | [x]  |

**SECTION I: CONTRACTING AUTHORITY**

**I.1) NAME AND ADDRESS OF THE CONTRACTING AUTHORITY (CA)**

|  |
| --- |
| **Official name**: *Ministry of Labour and Social Welfare* |
| **Postal address**: *Street of KLA* |
| Town:  *Pristine* | Postal code: *10 000* | Country: Pristine |
| **Contact point(s)**: *Azemine Reçica* | Telephone: *038/200/26 050 or 200/26/031* |
| Email: *Azemine.recica@rks-gov.net* | Fax: *038/212/831* |
| Internet address (*if applicable)*: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [x]  |

The contracting authority is purchasing on behalf of other contracting authorities

***If yes,*** specify the identities of all Contracting Authorities entitled to Call-off under the terms of the contractor refer to an Annex.

**SECTION II: OBJECT OF THE CONTRACT**

**II.1) DESCRIPTION**

|  |
| --- |
| **II.1.1) Contract title attributed by the contracting authority:*****“Distribution of social relief”*** |
| **II.1.2) Type of contract and location of works, place of delivery or of performance*****“Distribution of social relief”*** |
| **[ ]  Works** | **[ ]  Supplies** | **[x]  Services** |
| [ ]  Execution[ ]  Design and execution[ ]  Realisation, by whatever means, of work, corresponding to the requirements | [ ]  Purchase[ ]  Lease[ ]  Rental[ ]  Hire purchase[ ]  A combination of these |  |
| Main site or location of works\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Main place of delivery\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Main place of performance |
| **II.1.3) The notice involves** A public contract

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

The establishment of public framework

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [x]  | **No** | [ ]  |

 |
| **II.1.4) Information on framework agreement** *(if applicable):*Framework agreement with single operator

|  |
| --- |
| [x]  |

 Framework agreement with several operators

|  |
| --- |
| [ ]  |

**Execution of the Contract:**Call offs/Place Orders

|  |
| --- |
| [x]  |

Subsidiary Contracts/Mini-competition  [ ] **Duration of framework agreement: in months \_\_\_\_\_\_\_\_24\_\_\_\_\_\_\_** |
| **II.1.5) Short description of the object of the contract*****“Distribution of social relief”*** |
| **II.1.6) Common Procurement Vocabulary classification (CPV)****9 3. 0 0. 0 0.0 0 -0 8** |
| **II.1.7) Variants are accepted**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

 |
| **II.1.8) Division into lots**  |

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

|  |
| --- |
| **Total quantity or scope** *(including all lots and options if applicable)****“Distribution of social relief”*** |

**II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION**

|  |
| --- |
| Duration in months \_\_24 *or* days \_\_\_\_\_730\_\_\_\_ (from the award of the contract) |

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING TO THE CONTRACT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **III.1.1) Performance security required**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [x]  | **No** | [ ]  |

***If yes****,* amount of performance security \_\_\_\_\_\_\_ or \_10\_\_ % of contract value. 25 monthly of the contract value |
| **III.1.2) Legal form to be taken by grouping of economic operators to whom the contract is to be awarded** *(if applicable)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **III.1.3) Other particular conditions to which performance of the contract is subject**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

 |

**III.2) CONDITIONS FOR PARTICIPATION**

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| --- |
| **III.2.1) Eligibility Requirements:**1. Statements under oath that the economic operator meet the eligibility requirements of Law no. 04/L-042 Article 65, as stated in Section III.1.1), shall be submitted in the form of Annex - Original **Evidence regarding eligibility requirements:** Documents that will be required as proof of fulfilments of eligibility requirements prior to contract award are:1. A certificate signed by the tax administration of the establishment of the economic operator in question is not delinquent in the payment of taxes at least until the last quarter of the year before submission of tender.
2. A document issued by the court which confirms that the economic operator meets the "Compatibility Requirements" - original or certified copy.

These documents must be submitted by the bidder before awarding the contract. Failure to submit such documentation, tender will be rejected**Documentary evidence required:** 1. Evidence from ATK, only the winner 2. Evidence from the original or court certified copy, only the winner. |
| **III.2.2) Professional Suitability:** 1. Registration of EO in professional register, commercial or corporate foundation in place of origine translated into, Albanian, English or Serbian. (Non-resident bidder by the current Kosovo Law No. 04/L-042 CCP 2. Recording as VAT taxpayer 3. Possession of Fiscal Number **Documentary evidence required:** A copy of the certificate of business); 1. Copy of the certificate of business); 2. Certificates copy of the VAT registration 3. Copy of the certificate of fiscal no. |
| **III.2.3) Economic and financial capacity****N/A** |
| **III.2.4) Technical and professional capacity**  **1.** **..Licenca by CBK that are checked in as a banking financial institution** **2. A written statement to cover all of Kosovo municipalities from your institution's banking on those where you have no agreement with any unit banking institution licensed by the Central Bank.** |

**III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|

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| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

**III.3.1) Execution of services is reserved to a particular profession*****If yes,*** reference to the relevant law, regulation or administrative provision \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [x]  | **No** | [ ]  |

 |

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

|  |
| --- |
| **IV.1.1) Type of Procedure** |
| **[x]  Open**  |  |
|  |  |
|  |
| **IV.1.3)** **Reduction of number of the operators during the negotiations** *(negotiated procedure)*Conduct the negotiations in successive stages

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

 |

**IV.2) AWARD CRITERIA**

|  |
| --- |
| *Tick the appropriate box and delete the other***[x]  Lowest price** |

**IV.3) ADMINISTRATIVE INFORMATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **IV.3.1) Previous publications concerning the same contract**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

***If yes,***Prior Indicative Notice: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Other publications (*if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **IV.3.2) Conditions for obtaining** Time limit for receipt of requests for *[tender dossier] [prequalification documents]*: date **05.01.2016**  |
|

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [ ]  | **No** | [x]  |

**Payable documents**  ***If yes****,* price \_\_\_\_\_\_\_\_\_\_\_\_\_Terms and method of payment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **IV.3.3) Time limit for receipt of*****[tenders][applications]:*** ***date*** *\_****05\_/\_\_01\_/\_2016\_\_ time \_14****\_\_\_\_\_\_* ***place*** *\_\_Prishtina\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **IV.3.4) Time limits is shortened for submission of *[tenders] [applications]:*** **[x]** yes [ ]  no***If yes****,* provide justification \_**Given that the budget for the provision of social assistance so far has been in the budget of the Ministry of Finance and us as Minister was supposed to wait for the adoption of the budget by the Assembly of Kosovo, because so far the payment provisions of the distribution of aid social origin is made with a qualitative agreement signed by the management of the Ministry and representatives of banks, knowing that this agreement is valid until the end of 2015, we consider that it is necessary reduction of the time limit provided that the distribution of aid for the month of January 2016 do nji bank licensed CBK, so we require reduction of the period of 30 to 20 days.** |
| **IV.3.5)** Is tender security needed:

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [x]  | **No** | [ ]  |

***If yes****,* the value of tender security \_\_\_\_\_\_\_\_**5.000.00**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Validity of tender security in days \_**120\_**\_\_\_\_ *or* months **\_\_4\_\_\_\_\_\_\_\_\_** |
| **IV.3.6) Tender validity period:** Until: date: \_\_\_/\_\_\_/\_\_\_\_\_\_ days \_**90\_**\_\_\_\_\_\_ or months \_\_\_**3\_**\_\_\_ |
| **IV.3.7) Tenderopening meeting:** ***date******05\_01\_\_/2016\_\_\_/\_\_\_\_\_\_ time \_\_14.30****\_\_\_\_\_* ***place*** *\_Prishtina\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

**SECTION V: COMPLEMENTARY INFORMATION**

**V.1) COMPLAINTS**

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| **Any interested party may file a complaint with the Procurement Review Body, according to the provisions of Title IX of Law No. 04/L-042, Law on Public Procurement in Kosovo.** |

**V.1.1) ADDRESS OF THE PROCUREMENT REVIEW BODY (PRB)**

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| --- |
| **Official name**: Public Procurement Body |
| **Address of the PRB**: Str, Garibaldi |
| Town: Prishtina | Postal code: |
| Electronic address *(if applicable)*: |
| **Contact person**: | E-mail: |
| Telephone: | Fax: |

**V.2) ADDITIONAL INFORMATION**

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| **Note: Economic operators will be entitled to submit a tender, request to participate and other documents required or permitted to be filed during the conduct of a procurement activity in Albanian, Serbian or English.** *Add other information*: |