**CONTRACT NOTICE**

 ***/ /***

*According to Article 40 of Law No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092*

**Date of the preparation of the Notice: \_\_\_\_\_/*\_\_\_\_\_/\_\_\_\_\_\_\_\_***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Procurement No** |  |  |  |  |

This notice has been prepared in the LANGUAGES:

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

**SECTION I: CONTRACTING AUTHORITY**

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

|  |
| --- |
| **Official name**:  |
| **Postal address**:  |
| Town:  | Postal code:  | Country:  |
| **Contact point(s)**:  | Telephone:  |
| Email:  | Fax:  |
| Internet address (*if applicable)*: |  |

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

The contract covers joint procurement

The contract is awarded by Central Procurement Agency

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

***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:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **II.1.2) Type of contract and location of works, place of delivery or of performance***(Choose* *one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)* |
| **[ ]  Works** | **[ ]  Supplies** | **[ ]  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** The establishment of public framework contract

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

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

|  |
| --- |
| [ ]  |

 Framework agreement with several operators

|  |
| --- |
| [ ]  |

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

|  |
| --- |
| [ ]  |

Subsidiary Contracts/Mini-competition  [ ] **Duration of framework agreement: in months \_\_\_\_\_\_\_\_** |
| **II.1.5) Short description of the object of the contract**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **II.1.6) Common Procurement Vocabulary classification (CPV)****⁭⁭.⁭⁭.⁭⁭.⁭⁭-⁭** |
| **II.1.7) Variants are accepted**

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

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

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

***If yes,*** tenders may be submitted for *(tick one box only)*[ ]  one lot only [ ]  All lots |
| **II.1.9) In case of one or more Lots** (*if applicable)*The maximum number of Lots that may be awarded to one Economic Operator is: *[insert number]* |
| **II.1.10) Information about lots** (*if applicable)*

|  |  |
| --- | --- |
| Lot no | Short description |
|  |  |
|  |  |
|  |  |
|  |  |

 |
| **II.1.11) Estimated contract value: *[****insert estimated contract value****]*** |

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

|  |
| --- |
| **Total quantity or scope** *(including all lots and options if applicable)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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

|  |
| --- |
| Duration in months \_\_\_\_ *or* days \_\_\_\_\_\_\_\_\_ (from the contract signature) *or*Starting \_\_\_/\_\_\_/\_\_\_\_\_\_ *(dd/mm/yyyy)*Completion \_\_\_/\_\_\_/\_\_\_\_\_\_ *(dd/mm/yyyy)* |

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

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

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

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

***If yes****,* amount of performance security \_\_\_\_\_\_\_ or \_\_\_ % of 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** | [ ]  |

***If yes,*** description of particular conditions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**III.2) CONDITIONS FOR PARTICIPATION**

|  |
| --- |
| **III.2.1) Eligibility Requirements:**1.2.3…*Documentary evidence required*1. |
| **III.2.2) Professional Suitability:**1.2.3…*Documentary evidence required:*1.2.3… |
| **III.2.3) Economic and financial capacity**1.2.3…*Documentary evidence required:*1.2.3… |
| **III.2.4) Technical and professional capacity**1.2.3…*Documentary evidence required*1.2.3… |

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

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

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

**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** | [ ]  | **No** | [ ]  |

 |

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

*[Click the appropriate and delete the others]*

|  |
| --- |
| **IV.1.1) Type of Procedure** |
| **[ ]  Open**  |  |
| **[ ]  Restricted** |  |
| **[ ]  Competitive Negotiated** |  |
| **[ ]  Price Quotation** |  |
| **IV.1.2) Limitations on the number of the operators who will be invited to tender** *(restricted or competitive negotiated procedure)*On the basis of the applications received, at most 6 candidates will be invited to submit detailed tenders for this contract. If more than 6 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates shall be re-examined to identify the six best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **IV.1.3)** **Reduction of number of the operators during the negotiations** *(competitive negotiated procedure)*Conduct the negotiations in successive stages in order to reduce the number of the tenders

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

The Contracting Authority will award the contract based on the initial tenders without negotiations

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

 |
| **IV.1.4)** The minimal number of candidates that will be invited to submit the initial tenders is: *[insert number]* |

**IV.2) AWARD CRITERIA**

|  |
| --- |
| *[Tick the appropriate box and delete the other]***[ ]  Lowest price***or***[ ]  The most economically advantageous tender in terms of:** |
| **Sub-criteria** | **Weighting in %** | **Sub-criteria** | **Weighting in %** |
| 1) |  | 5) |  |
| 2) |  | 6) |  |
| 3) |  | 7) |  |
| 4) |  | 8) |  |

**IV.3) ADMINISTRATIVE INFORMATION**

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

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

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

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

**Payable documents**  ***If yes****,* price \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Terms and method of payment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **IV.3.3) Time limit for receipt of*****[tenders][applications]:*** ***date*** *\_\_\_/\_\_\_/\_\_\_\_\_\_* ***time*** *\_\_\_\_\_\_\_* ***place*** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **IV.3.4) Time limits is shortened for submission of *[tenders] [applications]:*** **[ ]** yes [ ]  no***If yes****,* provide justification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **IV.3.5)** Is tender security needed:

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

***If yes****,* the value of tender security \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Validity of tender security in days \_\_\_\_\_\_ *or* months \_\_\_\_\_\_\_\_\_\_\_ |
| **IV.3.6) Tender validity period:** date: \_\_\_/\_\_\_/\_\_\_\_\_\_ days \_\_\_\_\_\_\_\_ or months \_\_\_\_\_\_\_ |
| **IV.3.7) Tenderopening meeting:** ***date*** *\_\_\_/\_\_\_/\_\_\_\_\_\_* ***time*** *\_\_\_\_\_\_\_* ***place*** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |

**SECTION V: COMPLEMENTARY INFORMATION**

**V.1) COMPLAINTS**

|  |
| --- |
| **Any interested party may file a complaint with the Contracting Authority according to article 108/A of the Law No. No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092, at the address specified in Section I of this Contract notice.** |

**V.2) ADDITIONAL INFORMATION**

|  |
| --- |
| **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*: *[such as pre-bid conference, site visit etc]* |