# *[Logo of the Contracting Authority]*

# PROCESVERBALI I HAPJES SË TENDERIT / MINUTES OF TENDER OPENING / ZAPISNIK OTVARANJA TENDERA

|  |  |  |  |
| --- | --- | --- | --- |
| **Numri i prokurimit**  **Procurement number**  **Broj nabavke:** | *[shëno numrin / insert number/ubaciti broj]* | **Titulli i Kontratës**  **Contract Title**  **Naslov ugovoru** | *[shëno titullin/ insert title/ubaciti naslov]* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Data e lëshimit**  **Date of issue**  **Datum izdavanja** | **Data e mbylljes**  **Closing date**  **Datum zatvaranja** | **Data e hapjes & Ora**  **Opening date & time**  **Datum Otvaranja & Čas** | **Vendi**  **Place**  **Mesto** | **Nr. i OE që kanë tërhequr DT**  **No. of EO who withdrew TD**  **Br. EO koji su podigli DT** | **Nr. i tenderëve të pranuar**  **No. of Received Tenders**  **Br. Primljenih Tendera** |
|  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Nr.  Br. | Tenderuesi  Tenderer  Tenderer | Vendi  Country  Mesto | Pjesë  Lot  Lot | Çmimi i përgjithshëm  Total Price  Cena  € | Vërejtje PO/JO[[1]](#footnote-1) Remarks YES/NO  Napomena DA/NE | Përfaqësuesi i OE / EO Representative/Zastupnik EO | |
| Emri / Mbiemri  Name / Surname  Ime / Prezime | Nënshkrimi  Signature  Potpis |
|  |  |  | 1 |  |  |  |  |
| 2 |  |  |
| n |  |  |
|  |  |  | 1 |  |  |  |  |
| 2 |  |  |
| n |  |  |
|  |  |  | 1 |  |  |  |  |
| 2 |  |  |
| n |  |  |
|  |  |  | 1 |  |  |  |  |
| 2 |  |  |
| n |  |  |
|  |  |  | 1 |  |  |  |  |
| 2 |  |  |
| n |  |  |

*[If the contract award criterion is* ***the lowest price]***

*[The unit prices, whenever possible depending on the number of tenders submitted, items / articles, and parts / lots. The CA decides]*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Tenderer** | **Lot** | **Unit Price** | | | | | | | |
| **Art. 1** | **Art. 2** | **Art. 3** | **Art. 4** | **Art. 5** | **Art. 6** | **Art. n** | **Art. n+1** |
| **1** | 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| n |  |  |  |  |  |  |  |  |
| **2** | 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| n |  |  |  |  |  |  |  |  |
| **3** | 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| n |  |  |  |  |  |  |  |  |

*[Add or delete rows as needed in this table. Delete it completely if most economically advantageous tender]*

*[[If the contract award criterion is* ***most economically advantageous tender]***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Tenderer | Lot | Delivery time in days | Guarantee | etc | etc | etc |
| **1** | 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| **2** | 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| **3** | 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

*[Add or delete rows as needed in this table. Delete it completely if lowest price tender]*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Komisioni i hapjes / Opening commission / Komisija otvaranja** | | | | | |
|  | 1. | 2. | 3. | 4. | 5. |
| Emri/ Name/ Ime |  |  |  |  |  |
| Mbiemri/ Surname/ Prezime |  |  |  |  |  |
| Nënshkrimi/ Signature/ Potpis |  |  |  |  |  |
| Datë/ Date/ Datum |  |  |  |  |  |

**Nënshkrimi i Zyrtarit të Prokurimit/ Procurement Officer Signature/ Potpis službenika za javne nabavke**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Remarks**

|  |  |
| --- | --- |
| **Representative of the EO (name and surname)** | **Remarks** |
|  |  |
|  |  |
|  |  |

1. *If YES, write in the net page* [↑](#footnote-ref-1)