**QUALIFICATION SYSTEM NOTICE**

**For**

**Public Service Operators**

***According to Article 84 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***

*[This form shall be used whenever a Public Service Operator intends to set up a Qualification System]*

**This notice is a call for competition**

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

This notice has been prepared in the LANGUAGES:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Albanian | |  | | --- | | X | | Serbian | |  | | --- | | X | | English | |  | | --- | | X | |

**SECTION I: PUBLIC SERVICE OPERATOR**

**I.1) NAME AND ADDRESS OF THE PUBLIC SERVICE OPERATOR (PSO)**

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

The Public Service Operator is purchasing on behalf of other Public Service Operators:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Yes | |  | | --- | |  | | No | |  | | --- | |  | |

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

**SECTION II: OBJECT OF THE QUALIFICATION SYSYTEM**

**II.1) DESCRIPTION**

|  |  |  |
| --- | --- | --- |
| **II.1.1) Title attributed to the Qualification System by the Public Service Operator:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **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) Description of the works, services or goods to be procured through the Qualification System**  The system is intended to select companies, that, if satisfying the requirements listed below, will be invited to participate in tenders for the assignment of contracts for:  *[list types of goods/services/works to be procured through the system]*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **II.1.4) Common Procurement Vocabulary classification (CPV)**  **⁭⁭.⁭⁭.⁭⁭.⁭⁭-⁭** | | |

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

**III.1) CONDITIONS FOR PARTICIPATION**

|  |
| --- |
| **III.1.1) Eligibility Requirements:**  1.  2.  3…  *Documentary evidence required*  1.  2.  3… |
| **III.1.2) Professional Suitability:**  1.  2.  3…  *Documentary evidence required:*  1.  2.  3… |
| **III.1.3) Economic and financial capacity**  1.  2.  3…  *Documentary evidence required:*  1.  2.  3… |
| **III.1.4) Technical and professional capacity**  1.  2.  3…  *Documentary evidence required*  1.  2.  3… |

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

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| --- |
| **IV.1.1) Type of Procedure** |
| * **Restricted** |
| * **Competitive Negotiated** |

**IV.2) AWARD CRITERIA**

|  |  |  |  |
| --- | --- | --- | --- |
| *Tick the appropriate box and delete the other*   * **Lowest price**   *or*   * **The most economically advantageous tender in terms of:** * The criteria stated below * The criteria which shall be stated in the invitation to tender | | | |
| **Sub-criteria** | **Weighting in %** | **Sub-criteria** | **Weighting in %** |
| 1) |  | 5) |  |
| 2) |  | 6) |  |
| 3) |  | 7) |  |
| 4) |  | 8) |  |

**IV.3) ADMINISTRATIVE INFORMATION**

|  |
| --- |
| **IV.3.1) Duration of the Qualification System**  **Duration of validity: from** *[insert day/month/year]* **until** *[insert day/month/year]* |
| **IV.3.2) Renewal of the Qualification system**  **The Public Service Operator shall review and update the Qualification System every 6 months.**  The interested Economic Operators may apply at any time to be included in the Qualification System.  Only the economic operators included in the Qualification System will be invited to submit tenders.  Whenever the criteria are updated the economic operators included in the register of the Qualification System will be required to update their documentation concerning updated criteria. |
| **IV.3.3) Requests to participate:**  Requests to participate by interested Economic Operators may be sent by mail/fax at the address mentioned under Section I. |
| **IV.3.4) Further information and documentation concerning the Qualification system:**  Immediately and at the latest 15 days after the receipt of the request the Public Service Operator shall issue the relevant documentation to the economic operator in question. |

**SECTION V: COMPLEMENTARY INFORMATION**

**V.1) COMPLAINTS**

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| **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**

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| --- |
| **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*: |