**REQUEST FOR REVIEW**

***According to Articles 109 of Law No. 04/L-042, Law 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***

For: *(Write name of Contracting Authority)*

For the procurement activity:*(Write number of the Procurement Activity)*

Regarding the tender for *(Write contract title as in Tender Dossier)*

**1. Identification of the Economic Operator**

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Write full name of your company)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Address)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Place) (Postal Code)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Phone number) (Fax Number)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Full name of the representative of your company)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Electronic address)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Date of submission of the request) (Signature and stamp)*

**2. Lawyers identification**

*The request for review may be filed by himself or by his Lawyer. If the request is filed by his Lawyer, then the authorisation of the representative must be attached with the PROCURE.*

*Write information as follows:*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Name of lawyer)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Full address)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Phone number) (Fax number)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Electronic address)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(Date of submission of the request) (Signature and stamp)*

**3. Information on procurement activity**

*[Write a short description regarding the date and place where the “Contract Notice” or “Design Contest Notice” has been published and, if applicable, “Contract Award Notice” “Design Contest Results Notice” or “Cancellation notice of the procurement activity” if applicable, deadline for tender submission, date and time of commencement of Tender Opening process, and contract award criteria.]*

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**4. Process of Tender Opening,** *if applicable*

*Have you participated in the process of Tender Opening? If yes, specify briefly the process of Tender Opening.*

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

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**5. Notification to Eliminated Tenderers,** *if applicable*

*Have you been notified in writing about your elimination from further participation in the procurement activity?*

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

**6. Violated provisions by Contracting Authority**

*Specify provision or provisions of the PPL that have allegedly been violated by the Contracting Authority from the moment of Contract/Design Contest Notice publication, and if applicable until the conclusion of this procurement activity with the Publication of Contract Award Notice or Design Contest Result Notice or Cancelation Notice.*

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**7. Detailed declaration on the facts and arguments**

*Describe factual circumstances that provide allegation for violation of the PPL provisions. Provide clear and detailed declaration for the facts and arguments that invoke each base of your request for review.*

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**8. Material damages**

*Describe the manner how alleged violation has caused, or threatens to cause material damage to the complainant,* *if claims for compensation are included*

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**9. List of attached documents (proofs)**

*If applicable, attach to the Request the documents listed below:*

1. *a copy of the publication for the “Contract Notice” or “Design Contest Notice”*
2. *a copy of the publication for the “Contract Award Notice” or “Design Contest Result Notice” or “Cancellation Notice”*
3. *a copy of the letter of the elimination of the tenderer/candidate/ letter to unsuccessful tenderer/ letter of non-qualification*
4. *a copy of the minutes of the public tender opening, if applicable.*