

JAVNO PREDUZEĆE ELEKTROPRIVREDA SRBIJE, BEOGRAD  
Carice Milice 2  
Number: 813/23-14  
Belgrade, 16-06-2014



**Subject: additional clarifications no. 6** in accordance with Article 63 paragraph 3 of Public Procurement Law ("Official Gazette of the Republic of Serbia" number 124/12) in an open public procurement procedure for the procurement of consulting services "Reduction of losses in distribution network (DSO cash flow optimization measures and improvement initiatives", PP number 133/13/DEFP, for which Invitation to tender was published on Public Procurement Portal on 08.05.2014.

Five and more days prior to expiry date foreseen for submission of tenders in subject public procurement procedure, interested party has submitted to the Employer via e-mail request for additional information, i.e. clarifications, regarding which the Employer, i.e. Public Procurement Committee, in accordance with provision of Article 54 paragraph 12 item 1) of the Law shall provide the following information i.e. clarifications within three days from the day of the receipt of the request:

**Question 1:**

1. Clarification of item 3.2 of Tender Documents – in the case that the tender is submitted in person, at the Records Division of Javno preduzeće Elektroprivreda Srbije, is it necessary to write on the envelope information regarding Employer as well or is it enough only to write information about the public procurement. More precisely, is it necessary to write all following information on the envelope, i.e. on the front of envelope:

Javno preduzeće „Elektroprivreda Srbije“, 11000 Beograd, Srbija, Balkanska 13, PAK 103101 - Records Division – ground floor

“Tender for the public procurement of consulting services - „ Reduction of losses in the distribution network (DSO cash flow optimization measures and improvement initiatives)“– Public Procurement number 133/13/DEFP- DO NOT OPEN“.

**Answer 1:**

It is necessary that all stated data are put on the front of the envelope in which the Tender is submitted regardless of the manner of submission.

**Question 2:**

2. On page 9, the following is given in the last paragraph of Tender Documents: In the event of joint tender by a Group of Tenderers all forms are signed and certified by a member of the Group of Tenderers nominated as the Holder of the work in the Contract of the members of the Group of Tenderers, except for Form 3 filled in, signed and certified by each member of the Group of Tenderers on its own behalf. Regarding the stated, please clarify the following:

2.1 Does this mean that each form defined in Tender Documents more precisely Form 1, Form 2, Form 4, Form 5, Form 6, Form 7, Form 7.1, Form, 7.3, Form 8, Form 9 and Form 10 shall be submitted, signed and certified only and exclusively by the member of the Group of Tenderers nominated as the Holder of the work in accordance with the Joint Service Execution Contract („Holder of the work“)?

2.2 particularly regarding the Form 7.3 – CV of proposed team member – on page 21 of Tender Documents in section evidence, paragraph 5 it is defined that tender evaluation under criterion sub element C.3.1 shall be performed on the basis of CVs submitted in Form 7.3 of the Tender Documents or form that has the same content as Form 7.3 and which is accompanied by the Statement of CV holder and Tenderer that the CV is true and authentic. In the situation when CV of proposed team member who is employed/engaged with the member of group of tenderers who is not the Holder of the work, is submitted, should along the signature of CV holder, CV be signed and certified by

- only the Holder of the Work
- only the member of the group of Tenderers with whom the that person is employed/engaged (who is not Holder of the Work) or
- Holder of the Work as well as member of the group of Tenderers who is not Holder of the Work, and with whom the person who holds that CV is engaged/employed.

It is not clear to whom the word “Tenderer” refers to in the Statement of a CV holder and a Tenderer that the CV is true and authentic.

2.3 Are Forms 7.2 and 9.1 stamped and signed by Holder of the Work also in case when it's a group of Tenderers or is it enough that they are certified only and exclusively by the person for whom the service was provided – employer?

**Answer 2:**

2.1 Yes.

2.2 Holder of the Work

2.3 Form 7.2 and Form 9.1 are signed by authorized person of the previous Employer and it is certified by the stamp.

**Question 3:**

When in the text the word tenderer is written in capital first letter “Tenderer” and the word is used in the middle of the sentence not the beginning of the sentence, we would like to know to what the actual word refers to – whether the member of the group of tenderers who is the Holder of the Work or otherwise?

**Answer 3:**

The word “Tenderer” was used generally in the text and in accordance with Article 3 paragraph 1 item 3) of the Public Procurement Law and it refers to the person that in

the public procurement procedure offers services and it can do that independently, as group of Tenderers or as the Tenderer with subcontractor.

**Question 4:**

Should documents Work Plan and Case Studies (evidence under sub-elements C.3.2 and C.3.3) also be stamped and signed by the authorized person of the Holder of the Work in case it is member of the group of tenderers? Should the subject documents also be signed by the person proposed for the Project Manager/Project Supervisor personally?

**Answer 4:**

In accordance with item 3.12 of the Tender documents the Tenderer shall propose in its tender a detailed Work Plan with Approach & Methodology according to modules, description of breakdown of resources and activities within modules defined in the ToR, overview of fields for which staff will be engaged, overview of staff engagement based on man-days, logical sequence of activities in accordance with the Work Plan.

Therefore, Work Plan in the event of joint Tender does not belong to either Holder of the Work or member of the Group of Tenderers, but it is a joint document that the group of Tenderers submits in the Tender in accordance with 3.12 of Tender documents and regarding the evaluation of the Tender under criteria element C.2 Technical aspect.

The same applies to case studies that the group of Tenderer submits in the Tender in order to evaluate Tender under sub-elements of criteria C.3.2 and C.3.3.

Therefore, the stated documents do not have to be signed separately by either Holder of the Work or member of the Group of Tenderers, or Project Supervisor, or Project Manager.

**Question 5:**

Should the tender be submitted with annexes to model contract, particularly annex number 4-A, 4-B (4-Б) and annex 6 (form 11 - Model Confidentiality Agreement)?

- in case that the given annexes should be submitted are they necessary to be filled and certified?
- is annex 4-B (4-Б) certified by Holder of the Work or person with whom the proposed team members are employed/engaged (for team members who are employed/engaged with him) or by both previously mentioned persons?
- in case that stated annexes should be submitted, should Model Confidentiality Agreement be signed and certified only by the Holder of the Work or all members of the group of tenderers?

**Answer 5:**

The Tenderer is not obliged to submit in the Tender signed and certified Annexes to Model Contract, since by accepting Model Contract on Public Procurement, by signing and certifying it, the Tenderer agrees at the same time with all Annexes to Model Contract including Model Confidentiality Agreement.

**These additional clarifications shall be submitted to the applicant via e-mail and shall be published at Public Procurement Portal and website of the Employer.**

**PUBLIC PROCUREMENT COMMITTEE 133/13/DEFP**



Attachment:

- Text of Additional Clarifications no. 6 in English/Serbian

Copy:

- Archive
- Public Procurement Committee