



GOVERNMENT OF MONTENEGRO
Public Procurement Directorate

STANDARD FORM
Article 35 of the Public Procurement Law

TENDER NOTICE SAMPLE FORM

In accordance with Article 35 of the Public Procurement Law ("Official Gazette of Montenegro", No. 46/06), Ministry for Spatial Planning and Environment publishes

INVITATION

No. 03/09

for

Open procedure for the selection of the most favourable tender for the development of the Spatial and Urban Development Plan of the Ulcinj Municipality

1. Data on the contracting authority:

Contracting authority: Ministry for Spatial Planning and Environment	Contact person/s: Budislava Kuc and Biserka Dragicevic
Address: Rimski Trg 46	Postal code: 81000
City: Podgorica	Identification number: 02760517
Telephone: +382 20 482 315 +382 20 234 127	Fax: +382 20 234 207 +382 20 234 131
E-mail: budislava.kuc@gov.me biserka.dragicevic@gov.me	Internet page (website): www.mse.gov.me

2. The subject of public procurement:

Development of Spatial and Urban Plan of the Ulcinj Municipality

3. Estimated public contract value, including VAT:

EUR 800,000.00 (eight hundred Euros)

4. Conclusion of framework agreement (if applicable):

The public contract foresees the conclusion of a framework agreement:

Yes

No

5. The criterion for the best tender:

1) economically most advantageous tender

with the following sub-criteria, in the descending order:

- 1) number of points 90
2) number of points 10

6. Time and place for the review (purchase) of tender documents:

Interested tenderers may purchase the tender documents in the Ministry for Spatial Planning and Environment, Rimski Trg 46, Podgorica, from contact persons, every working day, starting from 5th October 2009, from 10:00 to 13:00 h (local time), or the documents may be sent to them by e-mail, upon request.

Only the tenderers who purchase the tender documents may participate in the tendering process.

To purchase the tender documents, it is necessary to pay a non-refundable fee of EUR 400 (four hundred) to the Account No. 907-83001-19, with the indication: Naknada za otkup tenderske dokumentacije (Fee for Tender Documents) – Ministarstvo uređenja prostora i životne sredine (Ministry for Spatial Planning and Environment), and the note: For Tender Documents under Invitation No. 03/09.

If the tenderers are to pay from abroad, relevant payment instructions may be obtained from the contact persons.

7. Time and place for tender submission:

Tenderers may submit their tenders every working day from 10:00 to 13:00 h (local time), by and including 7th December 2009 at 12:00 h (local time), by personal delivery to the mailroom of the Ministry for Spatial Planning and Environment or by registered mail.

The Committee shall not consider tenders received after the deadline specified in the previous paragraph.

Tenders should be delivered in a sealed envelope marked: "Do not open before the official meeting of the Tender Opening and Evaluation Committee", for Invitation No. 03/09 – Development of Spatial and Urban Plan of the Ulcinj Municipality.

8. Tender guarantee:

As tender guarantee, the Tenderer is obliged to provide, together with its tender, a bank guarantee for 2% of the total value of its tender, valid for 60 days from the final deadline for the submission of tenders.

9. Time and place for the public opening of tenders:

Public opening of tenders shall be conducted on 7th December 2009 at 12:30 h (local time) in the premises of the Ministry for Spatial Planning and Environment.

10. Deadline for the decision on contract award:

30 days after the tender opening date.

11. Amendments of tender documents:

Pursuant to Article 42 of the Law on Public Procurement, the Contracting Authority may make modifications of or additions to the tender documents, by not later than five days before the expiry of the deadline for the submission of tenders. Possible amendments of the tender documents will be forwarded to all interested tenderers.

12. Additional information:

Tenderers may ask for additional information or clarification, in writing, regarding tender preparation, by not later than five days before the expiry of the deadline for the submission of tenders.

13. Performance guarantee:

Pursuant to Article 44 of the Law on Public Procurement, the first-ranking tenderer is obliged to submit a performance guarantee for 5% of the value of its tender.

14. Contact persons:

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