



Republic of Serbia  
**MINISTRY OF FINANCE**  
**Department for Contracting and**  
**Financing of EU Funded Programmes**  
No: 48-00-00045/2017-28  
3-5 Sremska Street  
B e l g r a d e

<b>Subject</b>	Obligatory site visit and information meeting
<b>Project</b>	Construction Works of Intermodal Terminal in Batajnica (Belgrade)
<b>Publication reference</b>	EuropeAid/139114/IH/WKS/RS
<b>Site visit meeting point</b>	Batajnica train station at Matrozova street (without number) in Batajnica (Belgrade)
<b>Information meeting (not obligatory)</b>	Belgrade Land Development Public Agency, Njegoševa street 84, Belgrade
<b>Date/time of the meeting</b>	16 January 2019, 12:00

**AGENDA**

12:00 - 12:10	Opening of the meeting and procedural details - Contracting Authority representative, Ms. Dragana Cerović, Department for Contracting and Financing of EU Funded Programmes
12:10 - 12:20	Brief presentation of the location – End recipient representative, Ms. Verica Zarić-Mladenović, Belgrade Land Development Public Agency
12:20 - 12:45	Visit of the location for the future Intermodal Terminal
12:45 - 12:55	Issuance of Certificates of attendance

12:55	Closing of the site visit information meeting
14:00 – 14:45	Information meeting and presentation of project at Belgrade Land Development Public Agency

## **MINUTES OF THE MEETING**

Ms. Dragana Cerović opened the meeting and welcomed the participants. Ms. Manić presented the overall context of project implementation, as well as the main parties in the project implementation. Participants were informed that all the important dates related to the tender can be found in the respective tender dossier. The tenderers were informed that the purpose of the meeting was the site visit only and that any questions related to technical and/or legal aspects of tender dossier and site inspection must be submitted in writing to the address listed in the tender dossier and that the Contracting Authority shall issue official answers at the addresses indicated in the tender dossier in line with the deadlines listed therein. Only these answers shall be considered as official answers of the Contracting Authority.

The participants were informed that each company attending the meeting and site visit need to receive Certificate of attendance and all tenders must include this Certificate. It is stated that in the case of a consortium it is sufficient that at least one member of the consortium has participated to the site visit and the corresponding attendance certificate is included in the offer.

Ms. Verica Zarić-Mladenović presented the main scope of the project and basic technical features of project.

The meeting was subsequently moved to the site for the location of the future Intermodal terminal, which was visited and inspected by the participants.

Following the presentation, representative of the Contracting Authority issued the Certificates of attendance to the companies that attended the meeting. The list of companies which received the Certificate of attendance with signatures of persons who received the Certificates on behalf of respective companies is annexed to the Minutes.

The site visit meeting was closed at 12:55 hours.

Information meeting and presentation of project was held at Belgrade Land Development Public Agency. Ms. Verica Zarić-Mladenović and Mr. Miroslav Alempić presented scope of project, characteristics of location and technical details regarding preliminary design of project. Ms. Zarić-Mladenović accentuated that any questions related to technical and/or legal aspects of tender dossier and site inspection must be submitted in writing to the address listed in the tender dossier and that the Contracting Authority shall issue official answers at the addresses indicated in the tender dossier. Information meeting was closed at 14:45 hours.