



Republic of Serbia
MINISTRY OF FINANCE
**Department for Contracting and
Financing of EU Funded Programmes**
No: 48-00-231/2017-28
3-5 Sremska Street
Belgrade

Subject	Obligatory site visit and information meeting
Project	Construction of the BCP Kotroman between Republic of Serbia and Bosnia and Herzegovina
Publication reference	EuropeAid/139827/ID/WKS/RS
Venue	BCP Kotroman
Date/time of the meeting	22 August 2018, 12:00

AGENDA

12:00 - 12:15	Opening of the meeting and procedural details - Contracting Authority representative, Ms. Nevena Manić, Department for Contracting and Financing of EU Funded Programmes
12:15 - 12:30	Presentation of the project - Beneficiary representative, Mr. Aleksandar Nešković, Customs Administration, Ministry of Finance
12:30 - 12:45	Issuance of Certificates of attendance
12:45 - 13:15	Visit of the location for the future border-crossing point
13:15	Closing of the information meeting and site visit

MINUTES OF THE MEETING

Ms. Nevena Manić 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.

Mr. Aleksandar Nešković presented the main scope of the project and basic technical features of the project.

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 meeting was subsequently moved to the site for the future location of the border-crossing point, which was visited and inspected by the participants.

The meeting was closed at 13:15 hours.