



REPUBLIC OF SERBIA, MINISTRY OF FINANCE  
Department for Contracting and Financing of EU Funded Programmes (CFCU)  
COMMISSARIAT FOR REFUGEES AND MIGRATION



**An EU funded project**

## **Reconstruction of the Reception Centre for the Asylum Seekers**

### **Obligatory information meeting and site visit**

#### **AGENDA**

**EuropeAid/139896/ID/WKS/RS**

<b>11:00 - 11:05</b>	Opening of the meeting – Commissariat for Refugees and Migration representative - Project Manager
<b>11:05-11:20</b>	Procedural details - Contracting Authority representative – Project Manager, Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes
<b>11:20 - 11:35</b>	Presentation of the project - Beneficiary representative, Commissariat for Refugees and Migration
<b>11:35- 11:45</b>	Issuance of Certificates of attendance
<b>11:45 - 12:30</b>	Visit of the location
<b>12:30</b>	Closing of the information meeting and site visit



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- The Project is funded by the European Union through the Country Action Programme for Serbia under Instrument for Pre-accession Assistance (IPA II) for the year 2014
- The tender procedure: Local open tender
- Procurement rules: PRAG (Practical Guide), published in August 2018
- Contracting Authority: The Government of the Republic of Serbia, represented by the Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes (CFCU)
- Beneficiary Institution: Commissariat for Refugees and Migration

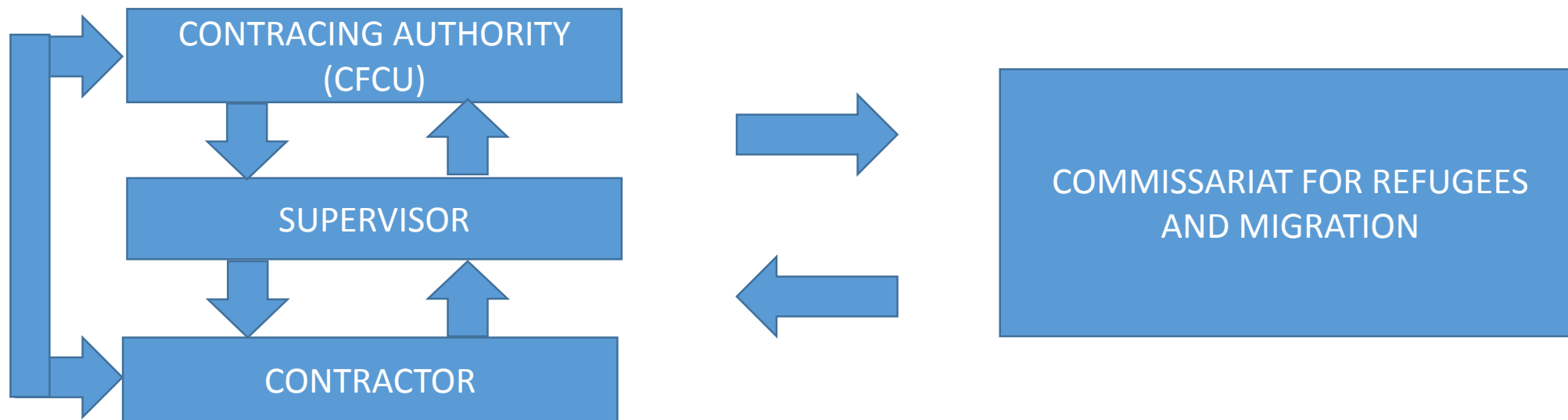


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## PARTIES





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- Any question related to technical and legal aspect of tender dossier and site inspection must be submitted in writing to the address listed in the tender dossier

**QUESTIONS & ANSWERS E-mail [cfcu.questions@mfin.gov.rs](mailto:cfcu.questions@mfin.gov.rs)**

- Contracting Authority shall issue official answers at the addresses indicated in the tender dossier and in line with the deadlines listed therein
- Only these answers shall be considered as official answers of the Contracting Authority
- Tender dossier is available from the Contracting Authority, details can be found in Article 18 of the Contract Notice
- Each company attending the meeting and site visit need to receive CERTIFICATE OF ATTENDANCE
- All tenderers must include this Certificate of attendance in their offer
- 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



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- Instruction to Tenderers, Section 1.2 Timetable

	DATE	TIME*
Clarification meeting	12 October 2018	11:00
Site visit	12 October 2018	11:00
Deadline for requesting any additional information from the contracting authority	29 October 2018	12:00
Last date on which additional information are issued by the contracting authority	8 November 2018	-
Deadline for submitting tenders	19 November 2018	12:00
Tender opening session	21 November 2018	13:00
Notification of award to the successful tenderer	December 2018 <sup>□</sup>	-
Signature of the contract	December 2018 <sup>□</sup>	-



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## General information on the Reconstruction of the Asylum Center

### **SCOPE OF WORKS**

- The Contractor's scope of works shall include all elements/aspects to ensure the proper implementation of the project, which includes the design, construction and handover of the Sites, as specified in the Tender and Contract documents.
  - The Contractor will provide detail design, shop drawings and as built drawings.
  - The Contractor will assist the supervisor and the beneficiary with obtaining the necessary permits and authorizations for execution of works.
  - The Contractor shall, with due care and diligence, and in accordance with the provisions of the contract, execute the works, and execute, complete and remedy any defects in the works.



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## General information on the Reconstruction of the Asylum Center

### **SUBJECT OF WORKS**

- Reconstruction and rehabilitation of various buildings and technical infrastructure for the Asylum center in Obrenovac;
  - The project is being implemented for the need to improve the conditions for the accommodation of asylum seekers in the center of Obrenovac/Serbia, as well as improving the technical and utility performances of buildings and facilities.
  - Existing facilities are partly used for the accommodation of Asylum seekers and partly for the accompanying functions required by the Center.



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Label	Building / facility name	Description of change of purpose or function	Approx. Gross area (m2)
KN-9	Accommodation building	Change of purpose into integration accommodation	590
KN-10	Accommodation building and kindergarten	Change of current purpose into common accommodation and kindergarten	540
KN-11	Club building	Reconstruction of heating substation	-
KN-12	Accommodation building	Remaining current purpose	2720
KN-36	Kitchen and dining room	Remaining current purpose	880
KN-98	Heating substation	Remaining current purpose	70
KN-128	Accommodation building	Change of current purpose into common accommodation	1060
-	Landscaping (reconstruction of infrastructure)	Minor change of current purpose or purpose amendment	-
-	Sewage (reconstruction of infrastructure)	Partial repair	-







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General information on the Reconstruction of the Asylum Center

## **OTHER WORKS AND SPECIAL REQUIREMENTS**

- Performing all works including design, construction and handover required for renovation of the kitchen and cold storage
- Contractor shall provide for conditions necessary for health and safety while working



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**Thank you for your attention**