

## CONTRACT NOTICE

 WORKS

 SUPPLIES

 SERVICES

According to Article 40 of Law No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092

Date of the preparation of the Notice: **04.07.2023**

Procurement No	10208-23-6513-2-1-1
Internal No	

This notice has been prepared in the LANGUAGES:

Albanian



Serbian



English



### SECTION I: CONTRACTING AUTHORITY

#### I.1) NAME AND ADDRESS OF THE CONTRACTING AUTHORITY (CA)

Official name: <b>UNIVERSITETI UKSHIN HOTI</b>		
Postal address: <b>Rruga e shkronjave nr.1</b>		
Town: <b>Prizren</b>	Postal code: <b>20000</b>	Country: <b>Kosovo</b>
Contact point(s): <b>Egzon Kryeziu</b>		Telephone: <b>043864866</b>
Email: <b>egzon.kryeziu@uni-prizren.com</b>		Fax:
Internet address (if applicable): <b>www.uni-prizren.com</b>		

Yes  No

The contract covers joint procurement

The contract is awarded by Central Procurement Agency

Yes  No

*If yes*, specify the identities of all Contracting Authorities entitled to Call-off under the terms of the contract or refer to an Annex:

### SECTION II: OBJECT OF THE CONTRACT

## II.1) DESCRIPTION

<b>II.1.1) Contract title attributed by the contracting authority:</b> <b>Physical security of University facilities</b>		
<b>II.1.2) Type of contract and location of works, place of delivery or of performance</b> <i>(Choose one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)</i>		
<input type="checkbox"/> <b>Works</b>	<input type="checkbox"/> <b>Supplies</b>	<input checked="" type="checkbox"/> <b>Services</b>
<input type="checkbox"/> Execution <input type="checkbox"/> Design and execution <input type="checkbox"/> Realisation, by whatever means, of work, corresponding to the requirements	<input type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Rental <input type="checkbox"/> Hire purchase <input type="checkbox"/> A combination of these	
Main site or location of works or main place of delivery or main place of performance <b>Universiteti Ukshin Hoti - Prizren</b>		
<b>II.1.3) The notice involves</b>  The establishment of framework agreement <input checked="" type="checkbox"/>		
<b>II.1.4) Information on framework agreement (if applicable):</b>  Framework agreement with single operator <input checked="" type="checkbox"/>  Framework agreement with several operators <input type="checkbox"/>  <b>Execution of the Contract:</b>  Call offs/Place Orders <input checked="" type="checkbox"/>  Subsidiary Contracts/Mini-competition <input type="checkbox"/>  <b>Duration of framework agreement: in months 36</b>		
<b>II.1.5) Short description of the object of the contract</b> <b>The contract is about the physical security services of the University's facilities.</b>		
<b>II.1.6) Common Procurement Vocabulary classification (CPV)</b> <b>93300000-1</b>		

**II.1.7) Variants are accepted**Yes  No **II.1.8) Division into lots**Yes  No *If yes, tenders may be submitted for (tick one box only)* one lot only  all lots**II.1.9) Information about lots (if applicable)**

Lot no	Lot title	Short description

**The maximum number of Lots that may be awarded to one Economic Operator is:****II.1.10) Estimated contract value: 288,000.00****II.2) QUANTITY OR SCOPE OF THE CONTRACT****Total quantity or scope (including all lots and options if applicable)****The contract will be for 36 months. For more, refer to the tender documents.****II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION**Duration in months *or* days (from the award of the contract)*or*

Starting

Completion

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION****III.1) CONDITIONS RELATING TO THE CONTRACT****III.1.1) Performance security required**Yes  No *If yes, amount of performance security* EUR or **10** % of contract value.**III.1.2) Legal form to be taken by grouping of economic operators to whom the contract is to be awarded (if applicable)****The legal form that will be taken through the group will be the form defined in Article 11.1 of Section II. tender data sheet (FDT)****III.1.3) Other particular conditions to which performance of the contract is subject**Yes  No

*If yes, description of particular conditions*

### III.2) CONDITIONS FOR PARTICIPATION

<b>III.2.1) Eligibility Requirements:</b>		<i>Documentary evidence required:</i>
<b>1. The economic operator must fulfill the requirements on suitability according to Article 65 of the LPP.</b>		<b>1. A statement under oath, signed and sealed by the tenderer using the form defined in the tender file, Annex 2.</b>
<b>2. A certificate issued by the Tax Administration of the country of establishment of the economic operator, that the economic operator in question is not delinquent (violator) in the payment of taxes at least until the last quarter of the year [before the date of publication of the Contract Notice ] (only for the winner)</b>		<b>2. Copy of ATK Certification - for the winner.</b>
<b>3. The Economic Operator must not be in bankruptcy or under violent judicial administration before any competent Court of the country of establishment of the Economic Operator</b>		<b>3. An original certificate or certificate (or notarized copy) issued by the competent Court. The certification is required only by the Economic Operator who is proposed for the award of the contract and is submitted to the Contracting Authority before the publication of the decision to award the contract and must not be older than 180 days from the date of issue to the date of publication of the contract notice or invitation to bid</b>
<b>III.2.2) Professional Suitability:</b>		<i>Documentary evidence required:</i>
<b>1. Registration of the economic operator in the relevant professional, business and or corporate register</b>		<b>1. Copy of the business certificate (with unique number) together with the informative parts of the business.</b>
<b>2. Operoret ekonomik pjesemarres duhet te jene deklarues te TVSH-se</b>		<b>2. A copy of the TVSH certificate issued by the competent authorities</b>
<b>3. License for basic insurance services, conforming to Law 04 L-004 (valid)</b>		<b>3.. Copy of the License and Authorization for the initial launch of the activity (valid). Foreign companies participating in this process must be registered and provided with a license according to the Law in Force on Private Security Services No. 04 L-004 of the Republic of Kosovo to enter into the contract, regardless of whether you apply individually or as members of any group of economic operators</b>
<b>4. Individual authorization for frequencies for radio communication system, issued by the Regulatory Authority of Electronic and Postal Communications (ARKEP)</b>		<b>4. Individual frequency authorization issued on behalf of the company by the competent body (valid - notarized copy).</b>
<b>III.2.3) Economic and financial capacity</b>		<i>Documentary evidence required:</i>
<b>1. Economic operators must have a financial turnover of at least €500,000.00 in the last three years.</b>		<b>1. The relevant report, reports or certifications from one or more banks or annual statements in TAK.</b>
<b>III.2.4) Technical and professional capacity</b>		<i>Documentary evidence required:</i>
<b>1. The Economic Operator must provide</b>		<b>1. To submit the list in the original, sealed and</b>

evidence that he has carried out similar projects in the past three years from the date of publication of the contract notice in the value of at least 400,000.00 euros, which includes the project titles, value, number, date of contracting AND evidence of the successful completion of these projects.	signed, of similar projects carried out in the past three years from the date of publication of the contract notice, AND evidence of completion Reference or minutes of technical acceptance.
Request 2. To present the staff that will be engaged in this project.	2. Evidence List of employees together with a brief description of the workplace. For regular staff, employment contracts. For new staff, cooperation contracts
3. Statement on adequacy of technical specifications.	3. Declaration on adequacy of technical specifications, signed and sealed.

### III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS

<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>III.3.1) Execution of services is reserved to a particular profession</b></p> <p><i>If yes, reference to the relevant law, regulation or administrative provision</i></p>
<p><b>III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

## SECTION IV: PROCEDURE

### IV.1) TYPE OF PROCEDURE

<b>IV.1.1) Type of Procedure</b>	
<input checked="" type="checkbox"/> <b>Open</b>	
<input type="checkbox"/> <b>Restricted</b>	
<input type="checkbox"/> <b>Competitive Negotiated</b>	
<input type="checkbox"/> <b>Price Quotation</b>	
<p><b>IV.1.2) Limitations on the number of the operators who will be invited to tender</b> (<i>restricted or competitive negotiated procedure</i>)</p> <p>On the basis of the applications received, at most 6 candidates will be invited to submit detailed tenders for this contract. If more than 6 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates shall be re-examined to identify the six best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:</p>	
<p><b>IV.1.3) Reduction of number of the operators during the negotiations</b> (<i>competitive negotiated procedure</i>)</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Conduct the negotiations in successive stages in order to reduce the number of the tenders</p> <p>The Contracting Authority will award the contract based on the initial</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	

tenders without negotiations
IV.1.4) The minimal number of candidates that will be invited to submit the initial tenders is
<b>IV.1.5) Information about electronic auction</b>
Electronic auction will be used:            Po <input type="checkbox"/> Jo <input checked="" type="checkbox"/>
Additional information about electronic auction:

**IV.2) AWARD CRITERIA**

<input checked="" type="checkbox"/> <b>Lowest price</b> <i>or</i> <input type="checkbox"/> <b>The most economically advantageous tender in terms of</b>  <input type="text"/>
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**IV.3) ADMINISTRATIVE INFORMATION**

<b>IV.3.1) Previous publications concerning the same contract</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  <i>If yes,</i> Prior Indicative Notice:            of  Other publications ( <i>if applicable</i> ): of of
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Payable documents</b>  <i>If yes,</i> price            EUR Terms and method of payment:
<b>IV.3.2) Time limit for receipt of tenders / applications:</b>  <i>date</i> <b>20.07.2023</b> <i>time</i> <b>14:00:00</b> <i>place</i> <b>e-prokurim, Universiteti Ukshin Hoti - Prizren</b>
<b>IV.3.3) Time limits is shortened for submission of tenders / applications:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <i>If yes,</i> provide justification: <b>Because such a procedure was in the PRBO and the same was cancelled, therefore we urgently need the contracting of these services.</b>
<b>IV.3.4) Is tender security needed:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <i>If yes,</i> the value of tender security <b>5000 euro</b> Validity of tender security in days <b>150</b> <i>or</i> months

**IV.3.5) Tender validity period:** Until: date:      days    **120** or months

**IV.3.6) Tender opening meeting:**

*date* **20.07.2023**    *time* **14:00:00**    *place* **Universiteti Ukshin Hoti - Prizren**

## **SECTION V: COMPLEMENTARY INFORMATION**

### **V.1) COMPLAINTS**

**Any interested party may file a complaint with the Contracting Authority according to article 108/A of the Law No. No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092, at the address specified in Section I of this Contract notice.**

### **V.2) ADDITIONAL INFORMATION**

**Note: Economic operators will be entitled to submit a tender, request to participate and other documents required or permitted to be filed during the conduct of a procurement activity in Albanian, Serbian or English.**

*Add other information: [such as pre-bid conference, site visit etc]*