



CONTRACT NOTICE SERVICES

According to Article 40 of Law No. 04/L-042 on Public Procurement in Kosovo

Date of the preparation of the Notice: 08/12/2015

Procurement No	239	15	027	211
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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)

Emri zyrtar: Agjencia Kosovare e Privatizimit	
Adresa e AK: Ilir Konushevci, nr.8	
Qyteti: Prishtinë	Kodi postar: 10000
URL (nëse aplikohet):	
Personi kontaktues: Merita Zekaj	E-mail: merita.zekaj@pak-ks.org marjan.perlaska@pak-ks.org
Telefoni: 038/500 400 1049	Faksi: 038/248-074

The contracting authority is purchasing on behalf of other contracting authorities 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

II.1.1) Contract title attributed by the contracting authority: “Security services for PAK premises and for the socially owned enterprises under PAK’s direct administration “		
II.1.2) Type of contract and location of works, place of delivery or of performance (Choose one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)		
<input type="checkbox"/> Works	<input type="checkbox"/> Supplies	<input checked="" type="checkbox"/> Services
<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	Security services for PAK premises and for the socially owned enterprises under PAK’s direct administration

Main site or location of works _____ _____	Main place of delivery _____ _____	Main place of performance PAK and throughout Kosovo
II.1.3) The notice involves A public contract Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
II.1.4) Information on framework agreement (if applicable): <i>n/a</i>		
II.1.5) Short description of the object of the contract Security services for PAK premises and for the socially owned enterprises under PAK's direct administration. Physical security services for spaces PAK and Social Enterprise under the administration of DNA. Will be conducted physical security services for the entire space AKP headquarters and facilities that regional offices of Prishtina, Mitrovica, Gjilan, Prizren and Pec and also facilities satellite offices in Gracanica, Strpce and Leposavic. While other physical security services has to do with all the facilities that are under the direct administration, facilities that are managed by the Social Enterprise Sales Department and SOE facilities that are under the authority of Liquidation and the Liquidation Department.		
II.1.6) Common Procurement Vocabulary classification (CPV): 875222000-8		
II.1.7) Variants are accepted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
II.1.8) Division into lots Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
II.1.9) Information about lots (if applicable): <i>n/a</i>		

II.2) QUANTITY OR SCOPE OF THE CONTRACT

SOE assets currently need to watch are:

ABC Genc, New CO Grand Hotel LLC, Field Crops Livestock-Lubizhde Prizren Lola Korporacija Strpce, Hotel Junior Strpce, Mladost Strpce Unimont-base asphalt Prizren Unimont-Home Concrete Prizren Auto Moto Pristina-objects and plots of land in Lipljan, Komel Factory Batuse-Gracanica, Poultry and Fisheries - Gracanice, IGK Balkan Suhareka Mining Unit New Xim Strezovci Administration and Sinterit Unit in Kamenica-New Xim Strezovci, KB Morava Partes with accompanying facilities, Bankkos Peja IMN Kosova-facilities in Pristina, isolation-warehouse and a plot of land in Pristina, Zastava Ramiz Sadiku-factory in Istok, KB Fapol-Complex factory in Podujevo ..

II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION

Duration of services begins immediately after signing the contract within a period of **2 years**

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.1) Performance security requiredYes No

If yes, amount of performance security 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):n/a**III.1.3) Other particular conditions to which performance of the contract is subject :YES****If yes Description of particular condition**

Basic net minimum wage (without application of taxes, contributions and allowances commensurate Labour Law in force), for physical guards engaged in this contract shall be not less than 230 € / month. This award is for Day shifts (174 hours a month), while the contractor is obliged to observe the Law of Labour and Nr.03/L-2012 Administrative Instruction (MPMS) Nr.09/2013 and pay extra for Night shift and on holidays

III.2) CONDITIONS FOR PARTICIPATION**III.2.1) Eligibility Requirements:****Demand and documentary evidence required:**

1. The economic operator must meet the requirements specified in Article 65 of the Public Procurement Law (PPL), Law No. 04 / L-42.
PPL can be downloaded at the following address: Krpp.rks-gov.net
2. Certificate issued by the Tax Administration of the establishment, the economic operator in question is not delinquent (breaker) in payment of taxes at least until the last quarter prior to the publication of the Notice of Contract Award (for the winning company)
3. Certificate from the Court of EO has not been convicted in accordance with Article 65 of the PPL
4. Documentary evidence of payment of consumed water, prior to the publication of the Notice of Award of Contract (for the winning company)
5. Proof of performance of obligations to the central heating (if applicable) prior to the publication of the Notice of Award of Contract

Documentary evidence required

1. A written statement under oath, signed by the bidder using the form specified in the tender dossier.
2. Evidenced by a certificate of TAK
3. Confirmation of the Court
4. Invoices for payment of water,
5. heating bills payment (if applicable)

Documents (under 2,3,4,5) should be submitted only by the winning bidder, before the publication of the contract award. Failure in submission of such documents, their tender will be rejected and will continue with the tenderer listed in second place

III.2.2) Professional Suitability:

Demand and documentary evidence required:

1. The business registration certificate along with a description of primary and secondary company(copy),
2. The VAT certifikate
3. Certificate with fiscal number issued by ATK.
4. Evidence relevant licenses to practice the activity issued by the Interior Ministry, according to the Law on Private Security Services nr.04/L-004. (copy)
 - a) The license for basic services and security authorization
 - b) Licence for security services and public gatherings authorization
 - c) Licenses for the services of property and electronic surveillance authority

Documentary evidence required:

1. Copy of the certificate
2. Copy of the certificate
3. Copy of the certificate
4. Copy of the certificate
 - a) Copy of the certificate
 - b) Copy of the certificate
 - c) Copy of the certificate

III.2.3) Economic and financial capacity

Requirements

- a. Income statements and management reports for (2) years financial (2013 and 2014) certified by a firm of licensed and audit authorized,
- b. Total turnover during the last three years for physical security services to facilities be at least € 2,000,000.00 - evidenced by the bank reports

Documentary evidence required

- a) Audit reports ,
- b) To be proven by the bank reports,

III.2.4) Technical and professional capacity

Requirements

- a) Required at least three copies of contracts or references to that specified services made regarding physical security of facilities during the 3 (three) last years (2013, 2014, 2015)
- b) The operator shall have all the equipment needed to provide basic security services, such as bars, irons, Battery light, mobile and fixed radio links, Guard Tour Reader, etc,
- c) The operator must be certified according to international standards of management, ISO 9001:2008 Certificate,
- d) The frequencies for radio communication system, issued by ARKEP,
- e) Electronic guard monitoring through smart phone devices and software's for data collection and processing.

Documentary evidence required for technical and professional capacity:

- a) To be proven by copies of contracts or references
- b) Evidenced by licence (copy)
- c) Evidenced by 9001:2008 certificate. (Copy)
- d) Evidenced by ARKEP license, (copy)
- e) Evidenced by a certificate

III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS

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

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of Procedure				
<input checked="" type="checkbox"/>	Open			
IV.1.2) Limitations on the number of the operators who will be invited to tender (<i>restricted or negotiated procedure</i>):n/a				
IV.1.3) Reduction of number of the operators during the negotiations (<i>negotiated procedure</i>)				
Conduct the negotiations in successive stages				
	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

IV.2) AWARD CRITERIA

<input checked="" type="checkbox"/>	Lowest price
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IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) Previous publications concerning the same contract	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
IV.3.2) Conditions for obtaining <i>tender dossier</i>				
Time limit for receipt of requests for <i>tender dossier</i> : date :13/01/2016				
Payable documents	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
IV.3.3) Time limit for receipt of <i>tenders</i>:				
date 18/01/2016 time 14:00 place PAK office 52a				
IV.3.4) Time limits is shortened for submission of <i>tenders</i>:	yes	<input type="checkbox"/>	no	<input checked="" type="checkbox"/>
IV.3.5) Is tender security needed:				
	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
<i>If yes, the value of tender security</i> 63.000.00 €				
Validity of tender security in days 120 days				
IV.3.6) Tender validity period: Until: date: 90 days				
IV.3.7) Tender opening meeting:				
date 18/01/2016 time 14:30 place PAK offis52a				

SECTION V: COMPLEMENTARY INFORMATION

V.1) COMPLAINTS

Any interested party may file a complaint with the Procurement Review Body, according to the provisions of Title IX of Law No. 04/L-042, Law on Public Procurement in Kosovo.

V.1.1) ADDRESS OF THE PROCUREMENT REVIEW BODY (PRB)

Official name: Public Procurement Body	
Address of the PRB: Str, Garibaldi	
Town: Prishtina	Postal code:
Electronic address (<i>if applicable</i>):	
Contact person:	E-mail:
Telephone:	Fax:

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.