



**MILLENNIUM
FOUNDATION
KOSOVO**



MINUTES OF OPENING OF FINANCIAL PROPOSALS
Procurement of Consultant Services
QUALITY CONTROL SUPERVISING CONSULTANT FOR DHM IMPLEMENTATION

Ref: RFP / MFK /2019/ QCBS / No. 026

Proposal Submission Deadline/Opening:

6th February 2020, 14:00 (Kosovo Time)

The public financial opening will be conducted
at 14:00 PM (Kosovo time) on 14th July, 2020
online in the Zoom meeting link:

<https://us02web.zoom.us/j/88488129249>

A. Present

1. Arton Çitaku, MFK
2. Merolind Osmanaj, MFK

Through online Zoom meeting only two officials from the MFK participated. A detailed attendance register is attached to these minutes as Annex 2.

B. Introductions & Remarks

At 14:00 Kosovo time, the opening ceremony commenced, with people listed above in the Procurement Office. The MFK Procurement Manager Arton Çitaku (PM) welcomed all to the opening and thanked the consultant who had submitted proposal and congratulated them for having passed the technical phase of evaluation.

The PM informed that there were no bid challenge related to the technical evaluation stage.

One (1) consultant have secured at least the minimum qualifying mark, making them eligible to have their financial Proposals opening for this procurement.

C. Formal Opening of Proposals

PM then proceeded to open the financial proposal for the procurement activity abovementioned from:

- IVT CONSULT Ltd.

The pertinent details were read out loud and recorded in the financial proposal opening checklist. Detailed opening checklists for one proposal are attached to the minutes as Annex 1 – Financial Proposal Opening Checklist.

The following procedure was followed for the opening:

- The Financial Proposal the form Fin-1 were inspected to ensure that the file is Password protected;
- The Financial Proposals were then checked for completeness and signature and read out the name of the consultants, address of the consultants the technical points, and the total proposed prices.
- The record of the Public Opening of Financial Proposal and price read out were recorded.

Financial Proposal were opened and presented by screen share, demonstrated that the financial proposals (form FIN-1) are password protected. The participants visually inspected through screen share that the form FIN-1 were password protected in accordance with the RFP instructions. The financial proposal was opened with the password send by the Consultant via email after officially requested.

After the reading, the PM informed everyone that the Minutes of the Financial Proposal Opening will be provided to all consultants whose proposals were opened, to MCC and will be published on MFK Website (<https://millenniumkosovo.org/>).

D. Closing

The PM thanked the representatives for their attendance and declared the financial opening closed. The PM informed them not to contact MFK (on this specific procurement process) during the evaluation, except officially and in writing.

The Financial Opening came to an end on 14 July 2020 at 14:08 Kosovo time.

Annexes

1. Proposal Opening Checklist and Record of Financial Proposal Prices Read-Out
2. Attendance Register



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No	Name of Consultant	Address	Technical Score	Financial Proposal (password protected)	Form FIN 1 - Financial Proposal Submission Form (present & signed)	Total Price as stated in the Financial Proposal submission form
1.	IVT CONSULT Ltd.	15 Aleksandar Gerov str, ZIP Code 1618 Sofia, Bulgaria	72.50	Comply	Comply	403,750.00 USD

Attendance Register

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No	Name of Firm/Organization	Name of Representative	City, Country
1.	Millennium Foundation of Kosovo	Arton Çitaku	Prishtine, Kosovo
2.	Millennium Foundation of Kosovo	Merolind Osmanaj	Prishtine, Kosovo