



**MILLENNIUM  
FOUNDATION  
KOSOVO**



## **MINUTES OF OPENING OF FINANCIAL PROPOSALS**

**Millennium Foundation of Kosovo**

***Procurement of Program Management Consultant for Assessment and Supervision Services for the Public Access to Judicial Information Activity (Case Management Information System "CMIS")***

***Reference No.: RFP / MFK / QCBS / 2020 / No. 002***

***at 14:00 PM (Kosovo time) on 07th December, 2020***

***online in the Zoom meeting link; <https://us02web.zoom.us/j/86168598919>***

### **A. Present**

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

#### **A.1 Present through Zoom meeting: <https://us02web.zoom.us/j/86168598919>**

1. Andjela Jurisic, Millennium Challenge Corporation
2. Gentiana Mahmuti, MFK
3. Arbereshe Zogjani, Kosovo Legal Services Company LLC
4. Edin Verbiqi, ASSECO – SEE
5. Rron Bunjaku, B&S Europe S.A
6. John Cipperly, NCSC

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 through Zoom platform. 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 relating to the technical evaluation stage.

Four (4) consultants 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:

- JV: Kosovo Legal Services Company L.L.C & B&S Europe S.A
- National Center for State Courts (NCSC)
- Kosova Information Technology SHA
- Asseco SEE

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 Proposals 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 Consultants 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 07 December 2020 at 14:15 Kosovo time.

### **Annexes**

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



**Procurement of Consultant Services**  
**PROCUREMENT OF Program Management Consultant for Assessment and Supervision Services**  
**for the Public Access to Judicial Information Activity (Case Management Information System "CMIS")**  
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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.	JV: Kosovo Legal Services Company L.L.C & B&S Europe S.A	Str. Simon Shiroka, 30C, 2/3, 10000, Prishtina, Kosovo & Boulevard de la Woluwe 2, 1150 Brussels/Belgique / Rexhep Luci 16.2. 10000 Prishtina, Kosovo	88.80	Comply	Comply	399,720.00 USD
2.	National Center for State Courts (NCSC)	2425 Wilson Blvd. Ste 350 Arlington VA 2220	78.56	Comply	Comply	379,748.43 USD
3.	Kosova Information Technology SHA	Str. UÇK #18 Pristina, Kosova	73.10	Comply	Comply	398,171.00 USD
4.	Asseco SEE	Rr. Lidhja e Pejës, Nr. 177, Prishtinë, Kosovë.	72.97	Comply	Comply	352,981.00 USD

Arton Çitaku, -----  
MFK Procurement Manager

Merolind Osmanaj *Merolind Osmanaj*  
MFK Procurement Consultant

# **Attendance Register**

## **Procurement of Consultant Services**



**PROCUREMENT OF Program Management Consultant for Assessment and Supervision Services**

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<b>No</b>	<b>Name of Firm/Organization</b>	<b>Name of Representative</b>	<b>City, Country</b>
1.	Millennium Foundation of Kosovo	Arton Çitaku	Prishtine, Kosovo
2.	Millennium Foundation of Kosovo	Merolind Osmanaj	Prishtine, Kosovo
3.	Millennium Challenge Corporation	Andjela Jurisic	USA
4.	Millennium Foundation Kosovo	Gentiana Mahmuti	Prishtine, Kosovo
5.	Kosovo Legal Services Company LLC	Arbereshe Zogjani	Prishtine, Kosovo
6.	ASSECO - SEE	Edin Verbiqi	Prishtine, Kosovo
7.	B&S Europe S.A	Rron Bunjaku	Prishtine, Kosovo
8.	NCSC	John Cipperly	Washington DC USA