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CLARIFICATIONS # 1

Contract name.: PROCUREMENT OF CONTRACT FOR THE CONSTRUCTION OF APARTMENT BUILDING EFFICIENCY RETROFITS (AER) – LIPJAN		
Reference No.: 2020/016		
Date: 15 January 2021		
No.	Question	Answer
1.	Does the implementation period for finishing works start from the date of contract signature or from the order date for starting the works? Because there will be key staff training before starting the works.	<p>According to the General Conditions of the Contract, „Intended Completion Date” means the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date for Lot 1 and Lot 2 for the whole works shall be 10 weeks from the Start Date.</p> <p>“Start Date” shall be the date, notified by the Engineer, when the following conditions are met:</p> <ul style="list-style-type: none">a) The Program (GCC 23) is approved by the Engineerb) The EHSMP (GCC 59) is approved by the Engineerc) The Key personnel have successfully finished training (GCC 7.3.)

		<p>and when the Contractor may commence execution of the Works.</p> <p>Therefore, the implementation period is calculated from the date notified by the Engineer.</p>
2.	<p>Article 8.2 – 8.3 – Turnover on the last 3 years. Does this mean that the turnover required is for 2017,2018,2019 because the 2020 financial statements are still not closed?</p>	<p>Yes, turnover in the last three years is considered as 2019-2018-2017.</p>
3.	<p>Article 8.4.2 - The energy efficiency contracts in existing objects. Can we include contracts that have energy efficiency works but don't have the same title. For example "Renovation of a certain building" that would include changing windows, plastering works, facade etc.</p>	<p>If such contracts were about energy-efficiency retrofit and not other type of renovation, yes.</p>
4.	<p>Article 8.4.3 - Retrofit construction works in multi-family apartment buildings. Can we include our construction project of multi-family apartment building which includes all the works mentioned in this call for proposal(Windows,roof,facade etc.). The mentioned building has technical acceptance and the certificate of use issued by the Municipality of Prishtina.</p>	<p>Contracts of retrofit of construction works in MAB are eligible.</p>
5.	<p>Article 9 – Key personnel. Are we allowed to include engineers that have a bachelor's degree but have all the required experience as per the tender dossier and their experience can be proved with references and the pensional fund.</p>	<p>Bidders must demonstrate it has personnel that meet the requirements stipulated in the RFQ, i.e. including the University degree. If the bachelor's degree is equal to a university degree, then the proposed experience is considered equivalent.</p>
6.	<p>Article 9.2 – Site Manager. Can we include an Engineer that has 10 years of experience in renovations and construction of buildings which include windows, facade works, roof works etc. as required in the tender dossier?</p>	<p>The bidder must demonstrate it has personnel that meet the requirements stipulated in the RFQ.</p>

7.	<p>Article 9.8 – In this article, the expert required was an “Environmental Expert” but the experience requirements are very similar to Article 9.9 “Health and Safety Expert”. Should there have been other requirements for this expert (e.g. Environmental protection measures)? And also, the degree that is required in environmental engineering or relevant discipline, can the field be: ECOLOGY – PROTECTION ON ENVIRONMENT – Master’s Degree?</p>	<p>The bidder must demonstrate it has personnel that meet the requirements stipulated in the RFQ.</p>
8.	<p>According to technical requirements of eligibility in the tender dossier, respectively Item 9 (Key personnel), we have noticed that the required number of engineers is overloaded in terms of qualifications. We have noticed that some of the qualifications and requirements are repeated for the engineers of different branches, while in the bill of quantity we have analyzed and concluded that some of those requirements do not necessarily correspond to the bill of quantity positions, at least not to that extent.</p> <p>For example: Mechanical engineer/qualified, with experience in thermal systems supervision; - In the position of the bill of quantity, we don’t see the need for a mechanical engineer, as it is already known that the technical project has been compiled by the architect, whose role is to supervise thermal systems, and there will also be some other architects and experts in the staff.</p> <p>Also, the Energy Expert - whose request must be fulfilled by a registration document as Energy Auditor; a request that must be present before the implementation of the technical project and not during its execution. Our request is to take into account these analyses, as such a tender dossier appears to be favourable for some company, as there are only few and rare companies in Kosovo with a qualified staff to this extent of all engineers.</p>	<p>The bidder must demonstrate it has personnel that meet the requirements stipulated in the RFQ.</p> <p>Related to the mechanical engineer requested under section 9.6 will be answered in Amendment no. 1 to this RFQ.</p>

9.	Is consortium allowed to be established between companies for joint quotation in the respective bid/tender dossier? If yes, what is the “%” percentage of the leading participant?	Yes, there is not limit regarding the % of the leading member.
10.	According to technical requirements of eligibility in the tender dossier, respectively Item 9, which states that the target must include at least 40% female employees; Does this requirement include only the Key Personnel, in this case engineers and experts, where 40% of employees must be females? Or this requirement can be met by the General Personnel, with the idea that 40% covers other roles of the company and the project in question.	According to the Request for Quotation, Article 9. the Bidder must demonstrate that it has, at the minimum, the <u>female key personnel</u> at 40%. In the Bid, Bidder must include Statement on the availability of Key personnel (in the free format) where they need to specify the gender of all proposed personnel, and must indicate what percentage of proposed personnel are female If this figure is less than 40%, the Bidder should indicate what actions it will undertake towards reaching the 40% target.

<p>11.</p>	<p>I apologize for being late in joining this conversation. I heard that participating companies must be pre-qualified by MFK.</p> <p>And for the following positions, is it required to have a Bachelor or Masters Degree?</p> <p>4. Architect - University degree in architecture, 10 years of experience in architectural design and supervision of building construction.</p> <p>5. Construction /civil engineer - University degree in civil/construction engineering, 10 years of experience in structural design and supervision of building construction.</p> <p>6. Mechanical engineer-University degree in Mechanical engineering, 5 years of experience in design and supervision of building thermal systems.</p> <p>7. Electrical engineer- University degree in electrical engineering, 5 years of experience in design and supervision of building's electrical components construction.</p> <p>8. Environmental Expert- University degree in environmental engineering or relevant discipline, 5 years of experience in the implementation of health and safety duties on construction projects and supervision.</p> <p>9. Health and Safety Expert-"Certificate for passing the professional exam on Occupational Health and Safety" issued by Ministry of Labor and Social Welfare, At least 1 year of experience in the implementation of health and safety duties on construction projects and supervision.</p>	<p>There is not required pre-qualification of bidders.</p> <p>See answer under 5.</p>
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12.	About the Construction Turnover , should it be 1150000 in 3 last years as a total or this amount for a year ?	Minimum construction turnover of € 1,150,000 should be calculated within the last three (3) years (cumulative).
13.	Should all the documentation be protected with password even the CV, Documentation of the firm or just the quotation documents?	All submitted documents are required to be password-protected so that file(s) cannot be opened without the password.
14.	At the request , all documents should be in English , there are some documents u cannot translate , like diplomas and documents of finished projects, what we are supposed to do with this part?	All documents submitted shall be in English. Any quotation which is not submitted in English, or is not accompanied by a certified translation, will be rejected.
15.	Health and Safety Expert -requested "Certificate for passing the professional exam on Occupational Health and Safety" issued by Ministry of Labor and Social Welfare. Are other certificates issued by institutions abroad valid or must they be from the Ministry of Labor?	Bidders must demonstrate it has personnel that meet the requirements stipulated in the RFQ.
16.	Can technical staff (key personnel), whether internal (i.e. employed in the firm) and external with a contract, start working if the project is won?	Yes, your understanding is correct.
17.	Should the turnover be a total of 3 years all together, or only within one year, the value you have set?	Turnover should be presented as total of last 3 years (cumulative).
18.	Is the consortium between the companies allowed to bid in the project in question?	Yes.
19.	I apologize for joining late this conversation. I heard that participating companies must be pre-qualified by the MFK.	There is not required pre-qualification of bidders.