



Sarajevo, December 2018

## **MINUTES OF THE INFORMATION MEETING/SITE VISIT**

**Project title: "Reconstruction of Zenica and Orasje Prisons", Bosnia and Herzegovina**

**Publication ref.: EuropeAid/139-948/DD/WKS/BA; EC/BiH/TEN/17/008**

As announced in the Works Contract Notice and the Instruction to tenderers for the above mentioned project, information meetings/site visits were held as follows:

### **Site visit for Lot 1 - Construction of New Pavilion in Zenica Prison Complex:**

On 13 November 2018 at 11:00 at the Prison and Correctional facility in Zenica, Sarajevska 36, 72000 Zenica, Bosnia and Herzegovina

Representatives of the Contracting Authority welcomed the companies' representatives and invited them to inspect the specific location within the premises of the Zenica Prison and Correctional Facility intended for construction of the new pavilion, as per the project in subject. After inspecting the location, representatives of the companies were invited for a short meeting with representatives of the EU Delegation and the beneficiary.

The companies' representatives were reminded that the construction works in subject are to take place inside the premises of a maximum security facility and that specific security measures (such as employees' security clearance, designated working hours, restricted use of mobile phones, special arrangements for equipment/tools storage, protective fence, etc.) will apply. The details are to be agreed between the beneficiary and the selected tenderer/contractor before commencement of the works.

The potential tenderers were also reminded of the deadline for tender submission and the related deadlines regarding clarification questions and answers.

### **Site visit for Lot 2 - Constructions in Orasje Juvenile Correctional Facility Complex**

On 14 November 2018 at 12:00 at the Juvenile Correctional Facility Complex in Orasje (Dusine bb, Orašje, BiH)

Representatives of the Contracting Authority welcomed the companies' representatives and invited them to inspect the specific location of the building site that is bordering with the premises of the Orasje Juvenile Correctional Facility Complex, as per the project in subject.

After inspecting the location, representatives of the companies were invited for a short meeting with representatives of the EU Delegation and the beneficiary.

One of the company's representatives asked for a prior opinion regarding acceptability of a specific documentary evidence for the technical capacity criterion.

The company representative was informed that, in the interest of equal treatment of all potential tenderers including those not attending the site visit, the Contracting Authority (EU Delegation to BiH) or its representatives cannot give a prior opinion regarding admissibility of specific document. Additionally, it was emphasized that content of offers received will be evaluated by the Evaluation Committee nominated by the Contracting Authority for this purpose.

**The representatives of companies at each of the Lot site visits were instructed that the information exchanged during the site visit is not considered official communication. In this regard, they were informed that all questions should be submitted in writing, in accordance with the instructions given in the Tender Dossier, specifically in article 8. Explanations concerning tender documents of the Instructions to Tenderers and Article 18 of the Works Contract Notice published together with the Tender Dossier. They were also reminded that the answers to official questions received by means described as per above, together with other clarifications/corrections to the tender dossier will be published on the EuropeAid website at DG International Cooperation and Development: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and EU Delegation to BiH website: [http://europa.ba/?page\\_id=320](http://europa.ba/?page_id=320) at least 11 days before the deadline for submission.**