



EUROPEAN UNION

DELEGATION TO BOSNIA AND HERZEGOVINA

MINUTES OF THE INFORMATION MEETING/SITE VISIT

Project title: Construction of Bijeljina Prison, Bosnia and Herzegovina

Publication ref.: EuropeAid/140-157/DD/WKS/BA; EC/BiH/TEN/17/007

As announced in the Works Contract Notice and the Instruction to tenderers for the above mentioned project, information meeting/site visit was held as follows:

Date and time: 14 March 2019; 14:00 CET

Location: Future Prison and Correctional facility in Bijeljina, Bosnia and Herzegovina; current location of work unit "3. Maj" in Bijeljina

Participants:

No.	Name and Surname	Position	Representing
1	Elma Prcic-Bilic	Programme Manager	Delegation of the EU to BiH
2	Mersad Osmancevic	Procurement Officer	Delegation of the EU to BiH
3	Milenko Gajic	Director of Bijeljina Prison	Beneficiary

Representatives of the EU Delegation to BiH welcomed the companies' representatives on behalf of the Delegation of the European Union to Bosnia and Herzegovina and invited them to inspect the location where the Bijeljina Prison complex is to be built, as per the project in subject. Two (2) companies' representatives that participated in the site visit together with the EUD and the Director briefly inspected the land and its access to the main road.

The companies' representatives were reminded that the construction works in subject are to take place independently and contractors should be able to organize its building site with separate entrance if needed. It was confirmed that specific security measures will be agreed upon contract signature with relevant beneficiary representatives before the commencement of works.

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

The representatives of companies at the site visit were informed that the information exchanged during the site visit is not considered as official communication. In this regard, they were informed that all questions (if any) 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 Eventual clarifications or minor changes to the tender dossier will be published at the latest 11 days before the submission deadline** on the website of DG International Cooperation and Development at <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.