



REPUBLIKA E SHQIPËRISË
MINISTRIA E INFRASTRUKTURES DHE ENERGJISE
AGJENCIA KOMBETAR E BURIMEVE NATYRORE
DREJTORIA E BURIMEVE TE RINOVUESHME

Nr. 223/5 Prot.

LETTER OF INVITATION TO TENDER

Tirana, May 2021

Our ref.: TARGET-AL/Works/2021

SUBJECT: INVITATION TO TENDER FOR INTEGRATED ENERGY EFFICIENCY MEASURES OF ELEMENTARY SCHOOL Koto Hoxhi MUNICIPALITY OF GJIROKASTRA ALBANIA

Dear Madame/Sir,

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

VOLUME 1

SECTION 1: INSTRUCTIONS TO TENDERERS

SECTION 2: TENDER FORM

Annex 1 - Declaration of honour on exclusion and selection criteria.....Form A.14

SECTION 3: TENDER GUARANTEE FORM

SECTION 4: QUESTIONNAIRE

Additional notice to tenderers

General information about the tenderer Form 4.1

Organisation chart Form 4.2

Power of attorney Form 4.3

Financial statement..... Form 4.4

Financial identification form..... Forms 4.5 a) + b)

Technical qualifications:

Overview of the tenderer's staff..... Form 4.6.1.1

Staff to be employed on the contract..... Form 4.6.1.2

Professional experience of key staff

Curriculum vitae..... Form 4.6.1.3

Plant Form 4.6.2

Work plan and programme..... Form 4.6.3

Experience as contractor Form 4.6.4

Data on joint ventures Form 4.6.5

Litigation history Form 4.6.6

Quality assurance system(s)..... Form 4.6.7

Accommodation for the supervisor Form 4.6.8
Further informationForm 4.6.9

SECTION 5: ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID
Administrative compliance grid
Evaluation grid

VOLUME 2

SECTION 1: CONTRACT FORM
SECTION 2: GENERAL CONDITIONS FOR WORKS CONTRACTS
SECTION 3: SPECIAL CONDITIONS
SECTION 4: SPECIMEN PERFORMANCE GUARANTEE
SECTION 5: SPECIMEN PREFINANCING PAYMENT GUARANTEE
SECTION 6: SPECIMEN RETENTION GUARANTEE
[EDF: SECTION 7: TAX AND CUSTOMS ARRANGEMENTS]

VOLUME 3

TECHNICAL SPECIFICATIONS

VOLUME 4

FINANCIAL OFFER UNIT PRICE CONTRACTS

VOLUME 5

DESIGN DOCUMENTS, INCLUDING DRAWINGS

For full information about procurement procedures please consult the practical guide and its annexes, which can be downloaded from the following web page:
<http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender and the accompanying tender guarantee.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.

If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

Executive Director

Adrian Bylyku

