



Republika e Kosovës  
Republika Kosova - Republic of Kosovo

Qeveria - Vlada – Government

Ministri për Forcën e Sigurisë / Ministarstvo za Snaga Bezbednosti Ministry for Security Force

Departamenti i Prokurimit dhe Kontratave  
Departament za Ugovoreni Nabavke / Procurement and Contract Department

## FRAMEWORK CONTRACT NOTICE

### **SUPPLIES - SERVICES**

According to Article 40 of Law No. 04/L-042 on Public Procurement in Kosovo

**Date of the preparation of the Notice: 14.09.2015**

<b>Procurement No</b>	<b>21700</b>	<b>15</b>	<b>083</b>	<b>111</b>
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This notice has been prepared in the LANGUAGES:

Albanian

Serbian

English

## SECTION I: CONTRACTING AUTHORITY

### I.1) NAME AND ADDRESS OF THE CONTRACTING AUTHORITY (CA)

<b>Official name:</b> Ministry for Security Force		
<b>Postal address:</b> barracks “ Adem JASHARI” in Pristina		
Town: <i>Prishtine</i>	Postal code: 10000	Country: RKS
<b>Contact point(s):</b> Afrim MAXHUNI		Telephone: 038/200-13-500
Email: <i>afrim.maxhuni@rks-gov.net</i>		Fax: "[insert fax number]"
Internet address (if applicable):		"[insert CA web]"

## SECTION II: OBJECT OF THE CONTRACT

Yes

No

### II.1) DESCRIPTION

<b>II.1.1) Contract title attributed by the contracting authority:</b>		
Part 1: Supply, preparation and service of food in the kitchens of the KSF and MSF		
Part 2: Supply and preparation of cocktails in KSF barracks		
Part 3: Supply and distribution to members of the Demining marendes		
<b>II.1.2) Type of contract and location of works, place of delivery or of performance</b> (Choose one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)		
<input type="checkbox"/> <b>Works</b>	<input checked="" type="checkbox"/> <b>Supplies</b>	<input checked="" type="checkbox"/> <b>Services</b>
<input type="checkbox"/> Execution <input type="checkbox"/> Design and execution <input type="checkbox"/> Realisation, by whatever means, of work, corresponding to the requirements	<input checked="" type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Rental <input checked="" type="checkbox"/> Hire purchase <input type="checkbox"/> A combination of these	



Lot no	Short description	The approximate quantity of rations for two years	Additional information
I	Supply and preparation of food in kitchens and needs the supply and preparation of food on the ground during exercises and operations in the territory of RKS	Morning:325,000 lunch:1,500,000 dinner :250,000	Daily according to individual needs
II	Supply and preparation of cocktails in KSF barracks and in the fields as needed throughout the territory of RKS	8000	No daily as needed, per person
III	Supply and distribution of marendes for members of the Demining KSF barracks and as needed throughout the territory of the RKS, where they are conducting demining operations	28,000	Daily according to individual needs

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

**Total quantity or scope** (including all lots and options if applicable)

**II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION**

Duration in months 24 (from the award of the contract)  
or  
Starting      / / (dd/mm/yyyy)  
Completion   / / (dd/mm/yyyy)

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING TO THE CONTRACT**

**III.1.1) Performance security required**      Yes

*If yes*, amount of performance security from bank's  
Part 1: 10% of the value of the contract duration 25 months from the date of signing the contract  
Part 2: 10% of the value of the contract duration 25 months from the date of signing the contract  
Part 3: 10% of the value of the contract duration 25 months from the date of signing the contract

**III.1.2) Legal form to be taken by grouping of economic operators to whom the contract is to be awarded**(if applicable)  
**The establishment of a legal entity in accordance with the provisions laid down in the tender documents.**

**III.1.3) Other particular conditions to which performance of the contract is subject**      Yes       No

*1. All KSF kitchens complete with accompanying equipment will be awarded no compensation contractors we use and maintenance of equipment and facilities of the kitchen is the contractor burden during the duration of the contract. before the enforcement of the contract will be the handover of equipment to the kitchens and the same will be submitted to the CA, since the conclusion of the contract, the conditions to which they take possession and any damage to the equipment of kitchens and facilities It will be the burden of the contractors, and equipment for the food on the ground transport, food servings TASNA to (servicing) of the food, plates,*

*spoons, forks, knives, spoons and other equipment necessary what you need to be served They are given food by the TD menu that should be provided by the EO which awarded the contract (only for the first part of Lot 1)*

*2. all municipal expenses Ive (electricity, water and waste) and for devices that work with propane, butane, will be the burden of the contracting authority (only for the first part of Lot 1)*

*3. company before signing the contract winner must bring sanitary cards for personnel who will be engaged in the realization of the contract (only for the first part of Lot 1)*

*4. EO which awarded the contract for the first-Lot 1 should be ready to provide food to dry under the menu that the food given in the tender for dry terrain that food will be distributed no more than 5 times So within a year only in cases when it should be done DDD (disinfection, insect and rat kitchens) and in specific cases in the field when there is no possibility of transferring to warm food. And payment will be taken for granted under the base price of the menus given to the first part.*

*5. The winning company before the enforcement of the contract should the DDD (disinfection, insect and rat) of the kitchen space standards envisaged for these types of services and also DDD will make every 3 months of its costs through All kitchens. (Only for the first Lot 1)*

*6. supplies and contracted services under the contract for all the tears with food should be served in all circumstances (emergencies)*

*7. The probationary period shall be 1 month ago after signing the contract, where the contracting authority will give appreciation for the services offered and if there is any objection to the request for EO made the necessary improvements, if the EO fails to take measures required under terms set by the CA, to improve its services and disability in the same time terminate the contract and make the seizure of the performance security*

*8. Further details about the implementation contract will be determined by the contract managers (defining service menu min a week, plan on contract management through all barracks and other details that are related only to the conditions and responsibilities set forth in the contract. )*

*9. The contractor is obliged to supplies of food items to offer the international standard ISO and HASSAP and food services to perform according to the requirements of the KSF and KSF's*

*10. The contractor should be aware of the importance of inspections and tests of food preparation, hygiene technical equipment, hygiene areas, where food is prepared and served, so everything that has to do with the required standards on cleanliness standards .*

*11. This inspection will be done by the so-called committee in the framework of MSF hygiene and sanitary inspectors at the municipal level, regional or state whether the inspection teams report that the contractor is not implemented standard for this type of services Then it can come to the separation of contract and forfeiture of performance security.*

*12. EO which awarded the contract for the first part should be available reserves kitchen facilities KSF food items for food preparation according menus min. 7 days.*

### **III.2) CONDITIONS FOR PARTICIPATION**

#### **III.2.1) Eligibility Requirements:**

1. Statement under oath - economic operator must meet the eligibility requirements in accordance with

Law no. 04/L-042, Section 65 using the form in Annex 2.

2. A signed statement from the Tax Administration of your establishment, you are not delinquent in the payment of taxes at least until the last quarter before submission of the tender.

3. Certificate of Primary Court - An extract from the "judicial record" or, failing that, an equivalent document issued by a competent judicial or administrative authority of the State of establishment which proved to Section II. DATA SHEET Tender (TDS) of the tender dossier Eligibility of economic operators (see section 6.4 of the tender dossier.

4. The completed tender form, duly stamped and signed.

Documentary evidence:

1. Statement under oath (original).

2. A signed statement from the Tax Administration - original or certified

3. Proof of the Basic Court - Original or certified

### **III.2.2) Professional Suitability:**

1. Business Certificate. -

2. VAT Certificate

3. no fiscal

4. Permission to work in the field of gastronomy-

Documentary evidence:

1. Copy of certificate of business

2. Copy of certificate of VAT

3. A copy of the certificate fiscal number

### **III.2.3) Economic and financial capacity**

1. The financial turnover of 5,000,000.00 (five million) euros for three years (2012.2013 and 2014) - only for the first lot I

2. The financial turnover of 100,000.00 (one hundred thousand) euros for the last three years 2012.2013 and 2014) - second only to the lot II

3. The financial turnover of 150,000.00 (one hundred fifty thousand) euros for the last three years 2012.2013 and 2014) - only the third - tears III

Documentary evidence:

a. Bank reports on financial and economic condition of any licensed bank - the original

### **III.2.4) Technical and professional capacity**

1. OE must provide evidence of the permanent list of employees of your company with the following information: name, surname, age of worker, occupation, experience (years) and position in kompani- only for the first

2. Statement of the page save the contributions to ATK at least three years (2012.2013 and 2014) employees in your company provided by ATK (average employees for the last three years should be at least 90 employees) for the first-only.

3. EO should introduce Professional and managerial staff for the first I - Lot 1: A manager and an assistant project manager, for the first who must be graduates tech engineer than food, with minimum 3 years experience ,. only for the first

4. professional staff that must be presented: Minimum 14 qualified chef in the field of gastronomy part of this tender. only for the first

5. An economic operator must provide evidence that it has successfully completed the supply, preparation and servings of food during the three (3) years (2012, 2013 and 2014) minimum in the amount of € 3,500,000.00 for the first - lot 1, Courses for the second Economic Operator must provide evidence that it has ended contract of similar nature during the three (3) years (2012, 2013 and 2014) minimum in the amount of €

50,000.00; And for the third Economic operator must provide evidence that it has ended contract of similar nature during the three (3) years (2012, 2013 and 2014) minimum in the amount of € 100,000.00.

6. EO report must provide evidence of the tools, plant and technical equipment are at your disposal for the project part of this tender for the first. (number and exact description / type of vehicle as well as other devices) that owns the company; / registration card with photographs, receipts of purchase or rental of equipment for the project in question, only the first part, for :

- Vehicle locked refrigerator min 7 pieces (for each region by a piece).
- Equipment required for storage and transport of food in the field as needed.

7. Economic Operator must provide evidence or a picture catalogue of offered products with a description name of the manufacturer and country of origin of the article content on the composition of the tender part of three parts - Tears.

### **Documentary evidence**

1. A tabular overview of the staff: name, surname, age of worker, occupation, experience (years) and position in the company at least 90 employees. It must be submitted in original, signed and stamped by the Economic Operator for the first single.

2. Pasqyra payment of contributions to ATK for at least the last three years (2012, 2013 and 2014) employees in your company given by TAK average for at least 90 of the certificate Evidence administration Employee Tax must be original or certified copy only the first part.

3. To present evidence of professional and managerial staff for the first I:

- a written decision on the appointment of a project manager and a project assistant manager (graduate engineer of food technology) stamped and signed by the original EO
- Evidence of managerial staff I: Copy of diploma certified by original- (Copy of diploma must be submitted in the original notarized by a notary), CV, copies of employment contracts or contracts before the original name of the project in question .

4. A list of the successful conclusion of contracts specifying all supplies, services servimit food major economic operator signed and completed in three (3) years (2012, 2013 and 2014) minimum in the amount of 3,500,000.00 € for the first part - lot 1 for the second - lot 2 in the amount of € 50,000.00; and for the third - lot 3 for three (3) years (2012, 2013 and 2014) in the amount prej100,000.00 minimum €.

- Evidence to be attached to the successful conclusion of contracts

a, When supply and service is made to a public authority in Kosovo or elsewhere, evidence must be submitted certificates of acceptance or references (the reference to be stated value services and supplies) issued by such authority.

Note: No contract shall not be counted unless it is attached references for the performance of services and supplies admissions or technical reports.

b, When the service and delivery was made to a private buyer, it must be submitted certificates of acceptance or references (the reference to be stated value services and supplies) issued by such purchaser. no contract shall not be counted unless it is attached references for the performance of services or technical acceptance reports

5. List professional staff of at least 14 qualified chef in the field of gastronomy by providing proof of each chef: Copy of diploma or certificate certified by the original, CV,

copies of employment contracts or contracts before the original name of the project in question.

6. List of tools, plant and technical equipment which is required must be submitted in original, signed and stamped by the Economic Operator or agreement on renting the equipment on behalf of the project with the validity of the term of this contract signed and sealed from both sides in the original.

Evidence:

- Vehicle registration card with validity and photography- copy
- files with description of food processing equipment for the transmission of copies

7. Katalogu or photographer description of the products offered by the manufacturer's name and country of origin of the article content on the composition of the tender part of three parts - Tears. Original or copy.

### III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS

**III.3.1) Execution of services is reserved to a particular profession** Yes  No

*If yes, reference to the relevant law, regulation or administrative provision*

**III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service** Yes  No

## SECTION IV: PROCEDURE

### IV.1) TYPE OF PROCEDURE

**IV.1.1) Type of Procedure**

Open

**IV.1.2) Limitations on the number of the operators who will be invited to tender** (*restricted or negotiated procedure*)

**IV.1.3) Reduction of number of the operators during the negotiations** (*negotiated procedure*)

Conduct the negotiations in successive stages Yes  No

### IV.2) AWARD CRITERIA

*Tick the appropriate box and delete the other*

**Lowest price**

### IV.3) ADMINISTRATIVE INFORMATION

**IV.3.1) Previous publications concerning the same contract** Yes  No

*If yes,*

Prior Indicative Notice: \_\_\_\_\_

Other publications (*if applicable*): \_\_\_\_\_

**IV.3.2) Conditions for obtaining [tender dossier][prequalification documents]**

The deadline for receipt of requests for withdrawal of writing the tender dossier to the wet dated

**09.10.2015 16:00 to this email address: afrim.maxhuni @ rks-gov.net**

**Payable documents** Yes  No

*If yes, price*

Terms and method of payment: \_\_\_\_\_

**IV.3.3) Time limit for receipt of [tenders][applications]:**

**date 12.10.2015 time 14:00 place MKSF**

**IV.3.4) Time limits is shortened for submission of [tenders] [applications]:**  yes

*Deadlines for submission of tenders is shortened since the existing contract expires at the end of November of this fiscal year and considering the importance of this project and try week earlier that need long enough to be evaluated and examined are obliged to shortening the time we limit for submission of tenders in order to the time we planned to enter in mardhën are*

<i>contracted leaves. Deadline for submission of tenders is given for 25 days.</i>	
<b>IV.3.5) Is tender security needed:</b>	
<i>If yes, the value of tender security _____</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Part 1: € 80,000.00, lasting 120 days from the date of receipt of bids	
Part 2: 4000. € 00, valid for 120 days from the date of receipt of bids	
Part 3: 5000. € 00, valid for 120 days from the date of receipt of bids	
<b>IV.3.6) Tender validity period:</b> Until: date: 90 days or months 3	
<b>IV.3.7) Tender opening meeting:</b>	
<b>date 12.10.2015 time 14:30 place MKSF</b>	

**SECTION V: COMPLEMENTARY INFORMATION**

**V.1) COMPLAINTS**

**Any interested party may file a complaint with the Procurement Review Body, according to the provisions of Title IX of Law No. 04/L-042, Law on Public Procurement in Kosovo.**

**V.1.1) ADDRESS OF THE PROCUREMENT REVIEW BODY (PRB)**

<b>Official name:</b> Public Procurement Body	
<b>Address of the PRB:</b> Str, Garibaldi	
Town: Prishtina	Postal code:
Electronic address ( <i>if applicable</i> ):	
<b>Contact person:</b>	E-mail:
Telephone:	Fax:

**V.2) ADDITIONAL INFORMATION**

**Note: Economic operators will be entitled to submit a tender, request to participate and other documents required or permitted to be filed during the conduct of a procurement activity in Albanian, Serbian or English.**  
*Add other information:*