**QUESTIONS & ANSWERS**

**IN OPEN INTERNATIONAL PROCEDURE FOR**

**Procurement of furniture, kitchen equipment and laundry equipment for the equipping of dormitories within the project “Education for Social Inclusion” CEB F/P 1746 (2011)**

**ICB No: RS/CEB-F / P 1746 (2011) -G-ICB-01/2021/METD**

**Lot No. 1:** Procurement of furniture

**Lot No. 2:** Procurement of kitchen equipment

**Lot No. 3:** Procurement of laundry equipment

|  |  |  |
| --- | --- | --- |
| **Ref. Receipt** |  **Questions** | **Answers** |
| **1.****Request submitted to email from 09.02.2022**  | Is the bid submitted: 1 original in paper form and 2 copies, one of which is in paper form and one in electronic form, or is the copy submitted only in one form and to which? Please clarify. | In the Tender Documentation Section II, ITB 20.1 - Preparation of the bid is defined:In addition to the original offer (in paper form), the number of copies (in paper form) is: 1 (one) and 2 (two) CDs with electronic copy (all documents in PDF format, except Price Structure Forms to be in Excel) format). Instructions for packaging documents - bidders submit bids in separate envelopes for each lot.  |
|  **2.****Request submitted to email from 09.02.2022** | Are the original and the copy packed together or are they packed separately? | They are packed in separate sealed envelopes duly marked "ORIGINAL" and "COPY". These envelopes containing the original and the copies shall then be enclosed in one single envelope (Section I Instructions to the Bidder under item 21). |
| **3.****Request submitted to email from 09.02.2022** | As a reference for Lot 1, you request that the bidder has realized contracts in the last 3 years in the totalvalue of 655,000.00 euros.In this way, you give the bidders the opportunity to fulfill this condition by submitting a large number ofsmall value contracts, which is not in accordance with this lot, the value of which is estimated at 657,031.00. It follows that it would be logical for the bidder to prove his reference with at least one realized contract, the value of which would be at least 655,000.00 euros, and thus prove his business ability to perform contracts of similar estimated value. |  In Section III Evaluation and Qualification Criteria, 2.- Qualification, under item 2.4.1 Experience provides:For Lot No. 1Experience as a supplier, based on the placement of similar or the same goods that are the subject of the public procurement, which are successfully and substantially realized in the last 3 (three) years prior to the bid submission deadline, in an amount not less than EUR 655.000excluded VAT**.** The similarity is based on physical size, complexity, methods/technology or other characteristics as described in technical specifications.  |
| **4.****Request submitted to email from 09.02.2022** | Is the bank guarantee submitted in Serbian or English? | The bank guarantee shall be submitted in the language and in the form provided for in the Tender Documentation - General Part (English language) |
| **5.****Request submitted to email from 09.02.2022** | If the bid is signed by a person who is on the OP form, is the Power of Attorney submitted? | The bid may be submitted by the legal representative of the bidder, who in that case does not submit a Power of attorney for submitting the bid. |
| **6.****Request submitted to email from 09.02.2022** | Can the accompanying documentation or evidence (certificates, contracts, etc.) be submitted in Serbian or is it necessary to translate them into English? | In the Tender Documentation Section II Bid Data Sheet (BDS), ITB 10.1 paragraph 2 - Preparation of the bid is defined:Supporting documents and printed literature that are part of the Bid may be in Serbian language or other language and the Bidders shall be obliged to provide certified English translation of specific documents only in case of Employer’s written request during evaluation of the bids. |
| **7.****Request submitted to email from 09.02.2022** | The tender documentation requires a 5-year warranty for complete delivery for Lot 1, and the technical specification requires a minimum warranty of 2 years for furniture, and a 5-year warranty is generally required for chairs. Both furniture manufacturers and manufacturers and suppliers of chairs give a maximum warranty of 2 years, and and since these are mostly chairs and imported parts, please change this condition and combine your requirements so that the warranty period for complete furniture be 2 years | The Tender Documentation, Section VII Schedule of Requirements under item 2. List of Related Services and Completion Schedule stipulates that the warranty period for all goods is a minimum of 5 years.The Bidder submits a Statement on the form from the Tender Documentation (p. 77) that it will provide the required condition. |
| **8.****Request submitted to email from 09.02.2022** | Considering that complete projects with technical drawings were given through the tender documentation, and that we are furniture manufacturers who will make furniture according to the required drawings and technical specifications obtained from the investor and that we fully agree with all technical drawings, is it possible to just certify your furniture drawings on our part as our consent, and in case of any differences in the offered chairs to submit our pictures or catalogs, so as not to repeat thesame drawings of the complete documentation? | The bidder has no obligation to certify the technical drawings because they are an integral part of the Tender documentation.The Bidder submits its drawings and/or catalogs with the Bid in accordance with the Bidding Documents - Section I of the Instructions to Bidders under point 16. Documents Establishing the Eligibility and Conformity of the Goods and Related Services. |
| **9.****Request submitted to email from 09.02.2022** |  In the tender documentation for Lot 1, you gave different delivery deadlines for the three homes. Since it is the same lot, please agree on the delivery time. Due to the current situation, a large number of suppliers of parts needed for chairs, as well as a large number of chair importers, are not able to meet the delivery time of 45 and 60 days. Is it possible to change the delivery time to 90 days for all homes? |  The Tender Documentation Section VII – Schedule of Requirement under 1. Delivery Schedule stipulates delivery deadlines by location and notes that the delivery and installation deadline is shown at most in the days applicable after the issuance of the Purchaser's order and advance payment. |
| **10.****Request submitted to email from 09.02.2022** | **Technical specification Student resort „Palic“** Object 3 Position 12-Club Armchair -Does this position refer to the drawing marked 5FO? The dimension corresponds to drawings 9 and 19 FO, but does not match the color of the legs? |  For building 3 position 12 - armchair club the drawing mark is FO19 (armchair is the same for building 4 position 5 drawing marks FO9, for building 6.2 position 14 drawing marks FO22) the required leg color is black for armchairs in buildings 3 and 4, for building 6.2 the legs are in natural coating. |
| **11.****Request submitted to email from 09.02.2022** | **Technical specification Student resort „Palic“** Position 5- Armchair club (building 4), position 5 - armchair club (buildings 5 and 5a), and position 14- (building 6.2) - are the drawings for these positions 9FO and 19 FO? |  Armchair for building 4 positions 5 drawing marks FO9,Armchair for building 5 and 5a position 5 of drawing marks FO5,Armchair for building 6.2 position 14 marks FO22. |
| **12.****Request submitted to email from 09.02.2022** | **Technical specification Student resort „Palic“** For Position 5-Club armchairs (facility 4) and position 5 -club armchairs (facilities 5 and 5a) you do not require them to be upholstered in non-combustible fabric and for position 14- (facility 6.2) - you require them to be upholstered in non-combustible fabric. The description of these positions in the specification is the same. Considering that it is the same building, is position 14 for building 6.02 the same in non- combustible fabric as in other parts of the building?  |  The armchairs in building 6.2 are required to be non-combustible. |
| **13.****Request submitted to email from 09.02.2022** | Technical specification Student resort „Palic“ Please provide a picture for position 3-Conference chair (facility 4). | For the conference chair in building 4, the drawing mark (Figure 8) refers to KFS. |
| **14.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Chair S-N04- A certain shade of green is required. Given that these are imported chairs for which the manufacturer has a specific color palette that it offers, is it possible to offer a chair in another shade of green from the manufacturer's range? |  The mentioned nuance is given in order for the potential Bidder to narrow the offer and get as accurate a picture as possible of what kind of chair it should offer in order for it to fit into the planned interior design. The bidder is given the opportunity to offer the same, similar or completely different shade if he considers that this shade can fit into the interior, but it is up to the Purchaser to accept such a deviation or not. Slight deviations from the stated shade are absolutely acceptable. |
| **15.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Chair SS-N01-The drawing shows a chair whose dimensions do not comply with the proportions required in the technical specification. Are you looking for a chair (as described in the technical specification) or an armchair club (as given in the drawing)? The width of the chairs is controversial. |  During the design of the interior of the ceremonial hall, the Designer defined the mentioned chair-armchair and attached specific dimensions as well as a specific model. As the Bidder must be given the opportunity to offer another, and similar chair - armchair, within the technical specifications, an informative drawing and dimensions are attached, which the Bidder should adhere to in a reasonable manner. Deviations from the dimensions are certainly acceptable if they do not completely change the type of furniture required. The graphic presentation gives a clear enough picture in which direction the Bidder should go and what kind of aesthetic effect is expected in the ceremonial hall. |
| **16.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Corner set-DB –N01-Is it allowed to offer a set size of 300x220x90cm which is a deviation of 5% considering that the dimensions of the sets differ from supplier / manufacturer? |  It is allowed, because it is in accordance with the Tender documentation |
| **17.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Position DB-N06-Bar stool-Please confirm that the seat and backrest are upholstered in the upholstery fabric, and is that upholstery fabric upholstered, as shown in the drawing, or is it smooth in structure? |  The seat part is upholstered with upholstered furniture. |
| **18.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Sofa DB-N011, UP-N16-Is it possible to deviate by 5% in the dimensions of the sofa in relation to the required dimensions? What are the legs of the UP-N16 sofa made of? |  It is allowed, because it is in accordance with the Tender documentation. The material of the legs is defined in the Тechnical specifications and can be wood or metal. |
| **19.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Extendable armchair UP-N24-Is it possible to deviate in dimensions, and how much? |  A deviation of 5% is allowed when it comes to reducing the dimensions and 10% when it comes to increasing the dimensions, if the measurement determines that there is room for it in the room. |
| **20.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Ground level: Bed S-N01 On the bed drawing, only the melamine faced chipboard, the protection on the wall, is marked as material. Also, construction, storage are not defined, there are only bed layouts that do not match the descriptions from specifications. All the essential elements of the bed, construction, headboard, storage, therefore, are not drawn - marked on the drawing, nor are precisely defined materials for the same. In order for the offer to be precise and adequate, considering that this is a position that is one of the most important elements of procurement, please mark on the drawing all these listed elements of the bed as well as materialsof which they are made. Is it possible to make a bed-headboard box from the melamine faced chipboard, since it should be visual compliant with the protection on the wall that is from melamine faced chipboard? If possible, define the melamine faced chipboard code. |  The drawings given in the graphic documentation are in accordance with the description given in the Technical Specifications (table). In the same table of Technical Specifications, a very detailed description of all materials and components of the entire bed is given. The dimensions of the bearing, construction, lifting mechanisms, solid wood finishing, degassing, headboard, wall protection, mattress, furniture, backrest and the required warranty are defined in detail. |
| **21.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** For most positions, the following marks are indicated - DR-01 - DR-02 - DR-03 - DR-04 Please specify the label, code of the melamine faced chipboard and the required manufacturer so that the bidders can offers melamine faced chipboard of similar or the same quality from the same price range. |  These marks are not codes of specific material, but serve to make it clear to the Bidder that by adopting on one piece of furniture the design of the univer described as "DR-02 white with wood texture" on each piece of furniture where such a description must apply the same adopted design.The ordering party has defined the univer by its thickness and expected design and does not want to condition the Bidders with a specific manufacturer of the univer. |
| **22.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Please define handles and legs for closets and chests of drawers, sideboards where required, in terms of materials, dimension and shape, so that the offer is precise and adequate. |  The specifications are defined in as much detail as the Purchaser considered to be meaningful and necessary. The Bidder is obliged to offer the Purchaser several different designs of the same arm or leg in the price range that he planned. If the dimension of the legs or arms is defined, this is a condition that must be met.The handles should be standard, simple, straight, in matte gray and about 10-15 cm wide. 230/288 MP05 can be taken as an example. |
| **23.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Mirror RS-02 Please clarify the dimension of the stainless steel frame with respect to the dimensions of the stainless steel profile? Can a mirror be made from from 8 parts each in a stainless steel frame? |  You can make a mirror from parts with separate backs as given in the description. The stainless-steel frame is defined so that only a thickness of 3 mm can be seen on the front side, while on the side the thickness would be enough to cover the thickness of the mirror and the back on which the mirror rests. In fact, it is the final molding that frames the mirror, and not the real frame of the mirror. The frame is continuous around the entire mirror, not around each individual segment. |
| **24.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Radiator DB-N12 Please for a picture or sketch of the radiator mask. | Make a radiator mask based on the radiator mask defined for the student dormitory building in Požarevac. |
| **25.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Wardrobes S-N06, S-N06.1, S-N06.2, S-N06.3, S-N07, SS-N02Since the description in the specification does not define what material, the back is made of, is it possible to wemake them from white HDF, since they are closed closets?Define handles for the above positions so that the offer is precise and adequate. | The backs for the above-mentioned closets, which are located in the closed closet, can be made of hardboard in the color chosen by the Bidder.Regarding the handles, the answer is the same as for question 22. The handles should be standard, simple, straight, in matte gray and about 10-15 cm wide. 230/288 MP05 can be taken as an example. |
| **26.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Shoes cabinet with clothes hanger S-N08In order for the offer to be precise, it is necessary to define / shape, dimensions, material / handles and hooks for clothes hanger. Do the backs of the shoe storage made of 18 mm melamine faced chipboard or white HDF? |  The back of the shoebox is made of univer in order to avoid damaging them during use.Hanging hooks are modeled on the Bleck model or similar. The material is matte gray. |
| **27.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Bar table DB-N05Please confirm that the table top is made of two parts considering that the length of melamine faced chipboardsare 2.75 - 2.8 m. |  Confirmed |
| **28.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** I and II Floor:Desk UP-N01Explain precisely the construction of the table, what is exactly the construction for table top on the side where the leg is not full- 4 cm thick?Precisely explain the lower part under the table-storage, what it consists of, how many shelves and drawers it has, what material it is made of, thickness, what dimensions? Give a drawing or sketch of that storage. The description in the specification mentions 2 drawers on wheels, arethey part of this storage?Explain more precisely the "white segment indented 5 cm in relation to the gray frame" which can be seen from the back of the table.What kind of frame is it, what thickness of mdf is it made of, can you give a more detailed drawing and description of that frame?Explain the code of compact material - wood design, considering to be available on our market? | Attached are Annex 1 - UP N-01 and UP N-08, which are elaborated in detail by one hundred directors and secretaries.Marks K 01.1 and K 01.2 are not compact codes, but serve to make it easier for the Bidder to look at the base, appearance and cross-section. The bidder is free to offer the design and color of the compact according to the required characteristics from the description (compact in wood design and compact in gray). |
| **29.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Storage cabinet UP-N03Clarify the appearance and material of the arms and legs, if possible give a picture. | The handles should be standard, simple, straight, in matte gray and about 10-15 cm wide. 230/288 MP05 can be taken as an example. |
| **30.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"**  Conference table UP-N04Clarify the board uinder the compact top, is it made of mdf and what thickness, as in the drawing or from themelamine faced chipboard 25 mm, as it says in the specification? What is a valid description from the drawing orfrom the specification? |  The panel is made of MDF in anthracite gray. |
| **31.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Cabinet UP-N09What material are the legs made of and what finishes? |  Legs can be made of wood (similar to fronts) or metal (similar to handles). As they are retracted in relation to the front, it is left to the Bidder to offer the legs of the closet, provided that the legs are of a reduced design and that they are intended to be visible. Darex 149857 can be taken as an example |
| **32.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Define the following in order for the bid to be precise and adequate, since it is not clear from the specificationwhat exactly is required: - Define materials DR-01, DR-02, DR-04, DR-01.1 - give a code of the melamine faced chipboard and the requiredmanufacturer so that the bidders can offer melamine faced chipboard of similar or the same quality from thesame price range for all positions made of MFC at the request of the client- define handles and legs of cabinets, where required by the client |  These markings are markings introduced by the Designer in order to avoid writing a long descriptive text on each drawing on each representation of the same piece of furniture (common practice in furniture design). These marks are not codes of specific material. It is up to the bidder to offer a choice of several univers designs that match the description from the specifications. As, within one univer manufacturer, the design itself does not affect the price, the Purchaser did not want to limit the choice of a potential Bidder to a specific manufacturer or design.The handles should be standard, simple, straight, in matte gray and about 10-15 cm wide. 230/288 MP05 can be taken as an example.The legs (if there is no plinth) should be in a matte light gray color, be adjustable and designed to be visible. Darex 149857 can be taken as an example |
| **33.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Desk UP-N12 Is the table construction made of solid melamine faced chipboard legs thickness 18 mm? What is the dimension of the storage cabinet that is "underlined" under the table? so it forms an "L" shape, what does it contain, shelves and how much? Are all 4 drawers, as written in the description in the specification, one below others? The drawing schematically shows 2 chest of drawers, confirm how many drawers are there within this position? Define MFC codes and handles. |  The legs and the worktop are 36 mm thick.Attached is Annex 3-UP N-12, which elaborates on the work table. |
| **34.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Chest of drawer UP-N21Is the depth of the drawer 56 cm as in the specification or 60 cm as in the drawing? |  Depth is 56 cm. |
| **35.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Kitchen Z-N05 Define MFC and handles - give code, label, image. Can a standard kitchen plinth be installed keeping in mind maintenance, instead of melamine faced chipboard frame? |  It is up to the bidder to offer a choice of several univer designs that correspond to the description from the specifications (light gray wood design and anthracite gray university). As, within one Universe Manufacturer, the design itself does not affect the price, the Purchaser did not want to limit the choice of a potential Bidder to a specific manufacturer or design.The handles should be standard, simple, straight, in matte gray and about 10-15 cm wide. 230/288 MP05 can be taken as an example. |
| **36.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** For all table positions /e.g. Z-N03 / having metal plasticized legs, square cross section 80x80 mm, is it possible to make the substructure from metal powder coated legs with a cross section of 40x40 mm, mutually stiffened ties with a cross section of 40x20 mm, so that the construction would be more stable? Keep in mind that these tables do not exceed a length of 150 cm, so the cross section of the leg is 80x80 mm, completely unnecessary, and since there are no horizontal binders, this substructure is also unstable. |  Yes, it is possible |
| **37.****Request submitted to email from 09.02.2022** | **Student dormitory of the Agricultural School with the dormitory of the PC "Belgrade"** Wardrobe UP-N23- is it possible for the back to be made of white hardboard instead of anthracite hardboard?  |  Yes, it is possible |

 Procurement Commission