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| **Name and address of the contracting authority:**  Municipality of Novi Bečej, Žarka Zrenjanina 8, 23272 Novi Becej, Republic of Serbia  **Title of the tender:**  Establishing and marking of walking trail  **Reference number:**  HUSRB/1602/31/0128/Municipality of Novi Becej/TD8  **Launching date:**26/03/2019 |

**Request for offer - Works**

1. **INFORMATION ON SUBMISSION OF THE TENDERS**

Subject of the contract:

The subject of this tender is:

Placing of interactive boards in special nature reserve “Slano Kopovo” Novi Becej with a purpose of establishing and marking of walking trail.

Deadline for submission of the tenders:

The deadline for submission of tenders is **04/04/2019 at 12:00hours**[[1]](#footnote-2).

Award notification:

The successful tenderer will be informed on the results of the evaluation procedure in written form.

Address and meanings for submission of the tenders:

The tenderers will submit their tenders using the attached **submission form.** The tender will be submitted in **1 original**. Any tenders not using the prescribed form will be rejected by the contracting authority.

The tenders must be submitted in sealed envelopes, containing the following information:

* Name and address of the tenderer
* Title of the tender Establishing and marking of walking trail
* Reference number: HUSRB/1602/31/0128/Municipality of Novi Becej/TD8
* The words: ‘’Not to be opened before the tender opening session’’ and “Ne otvarati pre sastanka za otvaranje ponuda”

The tenders can be submitted in person, by post or courier service to the following address:

Municipality of Novi Bečej, Žarka Zrenjanina 8, 23272 Novi Becej, Republic of Serbia

Contact person: Jovana Vokic

The tenderers are reminded that in case the tender is submitted in person it must arrive to the contracting authority by the deadline indicated above. Otherwise, the tender will be automatically rejected.

1. **TECHNICAL INFORMATION**

The tenderers are required to provide construction works as indicated below. In the tenderer’s technical offer, the tenderers might indicate more details on the deliveries, referring back to the requirementsbelow.

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| **No.** | **Number of items** | **Title of item** | **Technical specifications** |
| 1. **INFO BOARD – basic information, wooden frame 106/236 cm**   **Cadastral lot 24192 cadastral municipality Novi Becej** | | | |
| *1.1.* | *25,00* | *m²* | *Cleaning and planning terrain of shrubbery by excavator and pulling away to distance of 100m* |
| *1.2.* | *1,20* | *m³* | *Manual dig of III class soil for spot footing with proper cutting of the edges and transferring and planning the soil in the surrounding terrain. Transfer of soil to distance up to 50m¹* |
| *1.3.* | *1,50* | *m²* | *Planning of subbase with accuracy of ± 2 cm* |
| *1.4* | *1,50* | *m²* | *Procurement/provision transport and installation of natural gravel thk.= 20 cm with compaction of the the same by plate vibrator to the required compaction.* |
| *1.5* | *1,00* | *m³* | *Production of concrete foundations type MB-20.*  *Concrete work over spreaded gravel layer thickness of 20 cm.*  *Concrete should be installed and maintained according to regulations.* |
| *1.6* | *6* | *pcs.* | *Production and installation of anchor plates from*  *galvanized thin sheet / thk.= 2mm / for*  *fixing of wooden pillars and stay 14/14 cm to oversite concrete. Anchor plate should be done according to the details provided by the investor.* |
| *1.7* | *6* | *pcs.* | *Positioning and installation of anchor plates*  *from the galvanized thin sheet* |
| *1.8* | *1* | *pcs.* | *Production of wooden frame 106/236 cm with dimensions of wrought cross-section 14/14cm and chamfer at cadastral lot 24192 cadastral municipality Novi Becej – division Srednja strana*  *- material for production of board is dried wood (fir tree) in wood color -natural,*  *- board should be produced according to the technical drawing,*  *- stand should be produced according to technical drawing,*  *- board should be covered with the minimum of 2 layers of colorless sadolin with wax,*  *- After mounting the Info boards, place a 120x80 aluminum panel with the contents ordered by the contracting authority/orderer printed on a protective UV foil resistant form weather influences* |

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| **No.** | **Number of items** | **Title of item** | **Technical specifications** |
| 1. **ROTATING INFO BOARD– basic information, wooden frame 146/232 cm**   **Cadastral lot 14651 cadastral municipality Novi Becej** | | | |
| *2.1.* | *25,00* | *m²* | *Cleaning and planning terrain of shrubbery by excavator and pulling away to distance of 100m* |
| *2.2.* | *1,20* | *m³* | *Manual dig of III class soil for spot footing with proper cutting of the edges and transferring and planning the soil in the surrounding terrain. Transfer of soil to distance up to 50m¹* |
| *2.3.* | *1,50* | *m²* | *Planning of subbase with accuracy of ± 2 cm* |
| *2.4* | *1,50* | *m²* | *Procurement/provision transport and installation of natural gravel thk.= 20 cm with compaction of the the same by plate vibrator to the required compaction.* |
| *2.5* | *1,00* | *m³* | *Production of concrete foundations type MB-20.*  *Concrete work over spreaded gravel layer thickness of 20 cm.*  *Concrete should be installed and maintained according to regulations.* |
| *2.6* | *6* | *pcs.* | *Production and installation of anchor plates from*  *galvanized thin sheet / thk.= 2mm / for*  *fixing of wooden pillars and stay 14/14 cm to oversite concrete. Anchor plate should be done according to the details provided by the investor.* |
| *2.7* | *6* | *pcs.* | *Positioning and installation of anchor plates*  *from the galvanized thin sheet* |
| *2.8* | *1* | *pcs.* | *Production of wooden frame 146/232 cm with dimensions of wrought cross-section 14/14cm and chamfer at cadastral lot 14651 cadastral municipality Novi Becej – division Veliko kopovo*  *- material for production of board is dried wood (fir tree) in wood color -natural,*  *- board should be produced according to the technical drawing,*  *- stand should be produced according to technical drawing,*  *- board should be covered with the minimum of 2 layers of colorless sadolin with wax,*  *- the central part of the table must rotate around its vertical axis*  *- place 2 pieces of 120x83 aluminum panels with the contents ordered by the contracting authority/orderer printed on a protective UV foil resistant form weather influences* |

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| **No.** | **Number of items** | **Title of item** | **Technical specifications** |
| 1. **INFO BOARD** **BIRD WORLD WITH EGGS – basic information, wooden frame 146/221 cm Cadastral lot 14621 cadastral municipality Novi Becej** | | | |
| *3.1.* | *25,00* | *m²* | *Cleaning and planning terrain of shrubbery by excavator and pulling away to distance of 100m* |
| *3.2.* | *1,20* | *m³* | *Manual dig of III class soil for spot footing with proper cutting of the edges and transferring and planning the soil in the surrounding terrain. Transfer of soil to distance up to 50m¹* |
| *3.3.* | *1,50* | *m²* | *Planning of subbase with accuracy of ± 2 cm* |
| *3.4* | *1,50* | *m²* | *Procurement/provision transport and installation of natural gravel thk.= 20 cm with compaction of the the same by plate vibrator to the required compaction.* |
| *3.5* | *1,00* | *m³* | *Production of concrete foundations type MB-20.*  *Concrete work over spreaded gravel layer thickness of 20 cm.*  *Concrete should be installed and maintained according to regulations.* |
| *3.6* | *6* | *pcs.* | *Production and installation of anchor plates from*  *galvanized thin sheet / thk.= 2mm / for*  *fixing of wooden pillars and stay 14/14 cm to oversite concrete. Anchor plate should be done according to the details provided by the investor.* |
| *3.7* | *6* | *pcs.* | *Positioning and installation of anchor plates*  *from the galvanized thin sheet* |
| *3.8* | *1* | *pcs.* | *Production of wooden frame 146/221 cm with dimensions of wrought cross-section 14/14cm and chamfer at cadastral lot 14621 cadastral municipality Novi Becej – division Veliko kopovo*  *- material for production of board is dried wood (fir tree) in wood color -natural,*  *- board should be produced according to the technical drawing,*  *- stand should be produced according to technical drawing,*  *- board should be covered with the minimum of 2 layers* *of colorless sadolin with wax,*  *- on the upper part of the board, set aluminum panel dimension 120x80 with the contents ordered by the contracting authority/orderer printed on a protective UV foil resistant form weather influences with rotating circles diameter of (6-8 pcs.) 15-18 cm with the contents ordered by the contracting authority/orderer also printed on aluminum tin with UV foil resistant form weather influences. Fix the circle at the top (in order to be able to turn around and discover the contents below the circle) but to be rotating,*  *- on the lower part of the board, relief carve wood In shape of eggs in accordance with the instructions specified by the (6-8 pcs.) and paint them with weatherproof colors according to the contracting authority/ orderer's instructions.* |

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| **No.** | **Number of items** | **Title of item** | **Technical specifications** |
| 1. **INFO BOARD** **HAERBARIUM – basic information, wooden frame 146/232 cm Cadastral lot 14651 cadastral municipality Novi Becej** | | | |
| *4.1.* | *25,00* | *m²* | *Cleaning and planning terrain of shrubbery by excavator and pulling away to distance of 100m* |
| *4.2.* | *1,20* | *m³* | *Manual dig of III class soil for spot footing with proper cutting of the edges and transferring and planning the soil in the surrounding terrain. Transfer of soil to distance up to 50m¹* |
| *4.3.* | *1,50* | *m²* | *Planning of subbase with accuracy of ± 2 cm* |
| *4.4* | *1,50* | *m²* | *Procurement/provision transport and installation of natural gravel thk.= 20 cm with compaction of the the same by plate vibrator to the required compaction.* |
| *4.5* | *1,00* | *m³* | *Production of concrete foundations type MB-20.*  *Concrete work over spreaded gravel layer thickness of 20 cm.*  *Concrete should be installed and maintained according to regulations.* |
| *4.6* | *6* | *pcs.* | *Production and installation of anchor plates from*  *galvanized thin sheet / thk.= 2mm / for*  *fixing of wooden pillars and stay 14/14 cm to oversite concrete. Anchor plate should be done according to the details provided by the investor.* |
| *4.7* | *6* | *pcs.* | *Positioning and installation of anchor plates*  *from the galvanized thin sheet* |
| *4.8* | *1* | *pcs.* | *Production of wooden frame 146/232 cm with dimensions of wrought cross-section 14/14cm and chamfer at cadastral lot 14651 cadastral municipality Novi Becej – division Veliko kopovo*  *- material for production of board is dried wood (fir tree) in wood color -natural,*  *- board should be produced according to the technical drawing,*  *- stand should be produced according to technical drawing,*  *- board should be covered with the minimum of 2 layers of colorless sadolin with wax,*  *-in small closet make 16 pieces of A4 format (4 in each side of the cabinet) aluminum click frames with protective pvc foil and place in them the material that will be prepared by the contracting authority/orederer. Make the material on 300 grams watercolor A4 paper.*  *- The cabinet must have a lock with a key so that it can be locked if needed.* |

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| **No.** | **Number of items** | **Title of item** | **Technical specifications** |
| 1. **INFO BOARD** **WITH ROTATING CUBES – basic information, wooden frame 179/232 cm Cadastral lot 24209 cadastral municipality Novi Becej** | | | |
| *5.1.* | *25,00* | *m²* | *Cleaning and planning terrain of shrubbery by excavator and pulling away to distance of 100m* |
| *5.2.* | *1,20* | *m³* | *Manual dig of III class soil for spot footing with proper cutting of the edges and transferring and planning the soil in the surrounding terrain. Transfer of soil to distance up to 50m¹* |
| *5.3.* | *1,50* | *m²* | *Planning of subbase with accuracy of ± 2 cm* |
| *5.4* | *1,50* | *m²* | *Procurement/provision transport and installation of natural gravel thk.= 20 cm with compaction of the the same by plate vibrator to the required compaction.* |
| *5.5* | *1,00* | *m³* | *Production of concrete foundations type MB-20.*  *Concrete work over spreaded gravel layer thickness of 20 cm.*  *Concrete should be installed and maintained according to regulations.* |
| *5.6* | *6* | *pcs.* | *Production and installation of anchor plates from*  *galvanized thin sheet / thk.= 2mm / for*  *fixing of wooden pillars and stay 14/14 cm to oversite concrete. Anchor plate should be done according to the details provided by the investor.* |
| *5.7* | *6* | *pcs.* | *Positioning and installation of anchor plates*  *from the galvanized thin sheet* |
| *5.8* | *1* | *pcs.* | *Production of wooden frame 146/221 cm with dimensions of wrought cross-section 14/14cm and chamfer at cadastral lot 24209 cadastral municipality Novi Becej – division Veliki pesak*  *- material for production of board is dried wood (fir tree) in wood color -natural,*  *- board should be produced according to the technical drawing,*  *- stand should be produced according to technical drawing,*  *- board should be covered with the minimum of 2 layers of colorless sadolin with wax,*  *- each of the 15x15x2cm cube must be located on the bearer and be able to rotate around the vertical axis*  *- on each cube, on both sides place an aluminum plate of the same dimensions with the content specified by the contracting authority/orderer on protective UV foil resistant form weather influences.* |

1. **ADDITIONAL INFORMATION**

Rule on nationality

Tenderer must respect the rule on nationality as specified in chapter 2.3.1 of the Practical Guide for Procurement and Grants for European Union external actions.

Confidentiality

The entire evaluation procedure is confidential, subject to the Contracting Authority’s legislation on access to documents. The evaluators’ decisions are collective and its deliberations are held in closed session. The evaluators are bound to secrecy. The evaluation reports and written records are for official use only and may be communicated neither to the tenderers nor to any party other than the Contracting Authority, the European Commission, the European Anti-Fraud Office and the European Court of Auditors.

The unsuccessful/successful tenderers will be informed of the results of the evaluation procedure in written form.The estimated time of response to the tenderers is 7 days from the deadline for submission of tenders.

Selection criteria

The contract will be awarded to the tenderer that submitted an administratively and technically compliant tender and offered the lowest price.

1. The deadline for the submission of tenders submitted by post or courier service is the indicated date as evidenced by the date of dispatch, the postmark or the date of the deposit slip. [↑](#footnote-ref-2)