



GOVERNMENT OF THE REPUBLIC
OF MONTENEGRO
Public Procurement Directorate

STANDARD FORM

Art. 35 of the Public Procurement Law

Based on Article 35 of the Public Procurement Law (Official Gazette of the Republic of Montenegro no.46/06) Public Institution Montenegrin Music Centre, publishes:

INVITATION

no.02-2009

for the open procedure of public procurement

1. Data on the Orderer

Orderer: MONTENEGRIN CENTRE	MUSIC	Contact person : Đoko Perović
Address: Zgrada Rektorata UCG Bul. Dž. Vašingtona bb		Postal number : 81 000
Town: Podgorica		Identification number: 02464535
Telephone: +382. 20. 414. 262		Fax: +382. 20. 414. 263
E -mail office@mmc.co.me		Web page: muzickicentar.co.me

2. The subject of public procurement

CONCERT HARP

The supplier is bound to supply the procurement that is the subject of public procurement according to types and the scope defined by tender documentation.

Public procurement will be conducted as one whole, with the possibility to conduct the procedure from Art. 23 item 4 of the Public Procurement Law (Official Gazette of the Republic of Montenegro no.46/06) .

3. Public procurement does not envisage the concluding of a framework agreement.

4. **Estimated value of the** subject public procurement without customs dues and VAT is:

1. 25.000,00 €

5. Every tenderer, in the tendering procedure must prove the following:

1. that it has not been sentenced for criminal offences envisaged by this law, nor pronounced the measure of prohibition to perform the activity which is the subject of public procurement;
2. that it possesses the business-professional capacity and
3. that it fulfills regularly the obligations due for taxes and contributions.

Proofs on fulfilment of obligatory terms from this item shall be submitted in the form and format envisaged by Article 51 of the Public Procurement Law, in the following manner:

6. evidence that the tenderer has not been validly convicted for a criminal offence from Article 46 of the Public Procurement Law and that it has not been pronounced the protective measure of prohibition to engage in a particular economic activity – excerpt from the criminal records or an adequate certificate from a competent body;

6. excerpt from the court, professional or commercial register of the state the tenderer is registered in or a valid permit, i.e. licence of the competent authority for professional performance of activity concerned;

- evidence that the legal entity has not gone bankrupt or being under liquidation – a certificate issued by court or a competent authority of the state in which it is registered;
 - evidence that payments towards the tenderer have not been suspended – adequate bank statements, certificate or statement on financial eligibility of the bank whose client the legal entity is;
1. evidence from the administration body in charge of taxation and pension and health insurance organizations that there are no outstanding liabilities for tax and contributions.

Apart from the above mentioned evidence the tenderer shall also provide proofs of:

1) economic and financial standing

1.1. statement on accounting and financial position – balance sheet, or a statement of the authorized auditor for the last three years, in cases when the law regulating accounting and audit issues prescribes so.

2) professional, technical and staffing abilities

2.1. Tenderer's references

Should the tenderer fail to submit one of the proofs on suitability envisaged by the invitation for public tendering and tender documents, its tender will be rejected as incomplete.

*** IF THE TENDERER HAS ITS REGISTERED OFFICE IN ANOTHER COUNTRY, DOCUMENTS FOR PROVING THE TERMS CAN BE REPLACED BY A STATEMENT OF THE TENDERER UNDER CRIMINAL AND MATERIAL RESPONSIBILITY.**

8. The possibility to submit alternative tenders has not been envisaged.

9. The criterion for selection of the most favorable tender is the most economically advantageous tender with the following sub-criteria by a descending order:

1. Offered price.....50 points
2. Functional characteristic.....40 points
3. Guarantees and Maintenance..... 10 points

8. Tender documents can be obtained in the Montenegrin Music Centre every working day from 9 a.m. to 4 p.m starting with November 20th 2009. Invitation for tender can be found on the web site: www.muzickicentar.co.me as well as on the web site of the Public Procurement Commission: www.nabavke.vlada.me

9. Tenders are to be submitted by December 17th. 2009 at 11 a.m. directly at the records office of the Public Institution Music Center in envelopes with titles as envisaged by the tender documents terms or by mail.

10. Public opening will be held on December 17 th 2009.t 11 a.m. in the premisses of the Public Institution Montenegrin Music Center in Podgorica.

11. Time limit for decision-making on contract award is 30 days from the day of tender opening.

12. During the validity period of invitation to tender interested tenderers can through their authorized representative obtain all the necessary information regarding the subject tender directly at the premisses of the Public Institution Montenegrin Music Center every working day from 2 p.m. till 4 p.m.