



MONTENEGRO
Ministry of Economy
MONTENEGRO ENERGY EFFICIENCY PROJECT

Advertisement for Expressions of Interest
Design Consultant for Buildings' Retrofit for 3 hospitals:
General Hospital Bijelo Polje, Special Hospital „Vaso Ćuković“, Risan and
Special Hospital „Dr Jovan Bulajić“, Brezovik, Nikšić
No: MNE-EE-P107992- CQ-S-09-C.2.2

LOAN NUMBER: 7637-ME

Montenegro has received a loan from the International Bank for Reconstruction and Development (IBRD) in the amount of € 6.5 million equivalent toward the cost of the Montenegro Energy Efficiency Project (MEEP), and intends to apply part of this loan to payments under the contract for Design Consultant for buildings' retrofit for 3 hospitals: General Hospital Bijelo Polje, Special Hospital „Vaso Ćuković“, Risan and Special Hospital „Dr Jovan Bulajić“, Brezovik, Nikšić.

Description of Services:

The Design Consultant shall be hired to: (i) prepare technical (design) documentation in compliance with local legislation and prepare technical parts of tender documents and (ii) assist the Client in technical evaluation of the received bids and providing opinion regarding compliance of bids received with technical requirements in tender documents.

The Design Consultant shall provide the services in line with the Contract that will include but be not limited to the following tasks:

Task 1 – Preparation of design documentation and technical parts of bidding documents with assistance to the Client in bidding process

The Design Consultant shall prepare: technical (design) documentation as required by the relevant Montenegrin technical regulations, codes and standards; (ii) technical specification and bill of quantities with cost estimates; and (iii) technical parts of bidding documents for procurement of goods and works in accordance with the Bank's requirements.

Task 2 – Assistance to the Client of project in bidding, bids' evaluation and contract award

The Design Consultant shall assist the Client: (i) in bidding process providing clarifications and answers to the technical questions of bidders as well as at pre-proposal conference that may be held to help the bidders to understand the Request for Proposal

and Scope of Works and (ii) with evaluation of technical part of bids, namely shall check the technical compliance of the bids. The Design Consultant will give his opinion about potential deviations identifying severe (may have high impact on the technical performances) and minor (having lower impact on technical performances) deviations. The output of this activity is Report on technical proposals. It should be noted that the Design Consultant's opinion is not mandatory for the Client and he may decide to accept proposal in spite of Design Consultant's comments.

Duration:

Design Consultant for buildings' retrofit for 3 hospitals shall perform the service in period of 5 months after contract effective date. It is expecting to begin with work in May 2011.

Expressions of interest:

The Montenegro Energy Efficiency Project team now invites eligible Consultant firms to indicate their interest in providing the services. Interested Consultant firms must provide information justifying they are qualified to perform the required services:

- **General qualification of the firm:** Documents defining the constitution or legal status, place of registration, and principal place of business of the Consultant firm; Evidence of financial reporting - balance sheet and income statement for 2008, 2009 and 2010 with proofs that financial reports are delivered to the responsible state authorities (Central register of the Commercial Court and Tax Authority); Proof of payments to the Consultant firm are not suspended; Appropriate bank account abstract, proof or statement of financial capability from the Bank whose client is a Consultant firm. All documentation should be submitted in original or certify copy. The Consultant firms have to provide figures about number, education and qualifications of permanent and associated staff working with design of buildings, HVAC and lighting and other electrical installations namely architects, civil engineers, HVAC (mechanical) engineers as well as electrical engineers. Consultant firms are also invited to present other documents and information that may justify better their general qualifications for the assignment like number of licensed engineers for design per expertise, the use of wide applied software tools used in the design, possession of the equipment (like PCs, printers, plotters, scanners, copiers, internet access, etc.), associated staff (technicians, administrative staff, etc.) as well as other information which describe in details the company and its general qualifications and capabilities.
- **Qualification of the consultant (firm) relevant to the assignment:** Reference from projects similar or identical to the assignment in subject performed in the last 5 years altogether with clients' signatures that justify the services were performed in agreed timeframe and quality. Reference should contain: investor data for which relevant services were performed, project description with detailed information about the services provided within the contract, consultant's status in the contract/project (leader, sub-consultant, member of consortium, etc.), contract value for performed services (total and as percentage of total contract value), number of key staff per expertise who performed the services, number of man-months of key experts within the contract and the period of implementation (start/end). According to the Law on spatial planning and object building (Official MN Gazette, no:51/08) the successful Consultant firm shall provide before the contract signing licenses for

design of civil-construction works, electrical installations (including lighting) and HVAC installation, issued by responsible state authority.

- **Proposed professional staff:** List of personnel who are going to be involved in this project, with their CVs and references with short description of the services provided and period of realization. The consultants are strongly advised, proposing the staff to be involved in the assignment, to take into account: (i) number of buildings (three), complexity of potential design services (being hospitals), (iii) period for realization of the services (5 months) and to propose adequate number of qualified and experienced staff per each expertise needed. Before the contract signing the consultant should provide, for each person who is going to be involved in the project, licenses for design of civil-construction works, electrical installations and HVAC installation, issued by responsible state authority.
- Consultant firm may submit other documents considered important, and which are not listed above to justify general qualifications and qualifications relevant to the assignment

Consultants may associate to enhance their qualifications. The associations should clearly indicate the form of the association (Joint-venture, sub-consultancy; member in charge; other member/s and or sub-consultants). Joint ventures should submit letters of intent indicating their intent to form a joint venture if awarded the contract and shall provide the above mentioned information for each member of the joint venture.

Consultants may only submit one expression of interest. If a Consultant submits or participates in more than one expression of interest, such expression will be disqualified. However, sub-consultants, including individual experts, may participate in more than one expression of interest only in the capacity of sub-consultants.

A consultant will be selected in accordance with the procedures for Selection Based on Consultants' Qualification (CQ) set out in the World Bank's [*Guidelines: Selection and Employment of Consultants by World Bank Borrowers*](#) (May 2004, revised in October 2006).

Interested consultants may obtain further information at the address below, from 09:00 to 17:00 hours.

Expressions of interest must be delivered to the address below by: **April 14th, 2011.**

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