



**MONTENEGRO**  
**Ministry of Economy**  
**MONTENEGRO ENERGY EFFICIENCY PROJECT**

**Advertisement for Expressions of Interest**  
**Design Consultant for Building Retrofit of Thermo-technical Installations**  
**for New Student Dormitory Podgorica (phase I and II) and**  
**PS "Radomir Mitrovic", Berane**  
**No: MNE-EE-7637-CQ-CS-11-C.2.4**

**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 building retrofit of thermo-technical installations for new Student Dormitory Podgorica (phase I and II) and PS "Radomir Mitrovic", Berane. For PS "Radomir Mitrovic", Berane heating fuels should be on biomass.

**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 document 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 document.

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 document 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 document for procurement of goods and works in accordance with the Bank's requirements.

**Task 2 – Assistance to the Client 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 building retrofit of thermo-technical installations for new Student Dormitory Podgorica (phase I and II) and PS "Radomir Mitrovic", Berane shall perform the service in period of 6 months after contract effective date. It is expecting to begin with work in February 2012.

### **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 indicating that they are qualified to perform the 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;
- **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 and no: 34/11) the successful Consultant firm shall provide before the contract signing licenses for design of electrical installations and HVAC installation, issued by responsible state authority;
- **Proposed professional staff:** List of the key staff that is generally available for this kind of work, with their CVs and references with short description of the services provided and period of realization. Before the contract signing the consultant should provide, for each person who is going to be involved in the project, licenses for design of 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 and May 2010).

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 **January 20, 2012**.

**Technical Services Unit  
Ministry of Finance  
81000 Podgorica, Crna Gora  
Telephone: +382 20 201 697  
Fax: +382 20 201 698  
E-mail: zoran.mijovic@mif.gov.me**