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**CONTRACT NOTICE**

*According to Article 40 of Law No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092*

**Date of the preparation of the Notice: 14/07*/2021***

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| --- | --- | --- | --- | --- |
| **Procurement No** | **Mentoring** | **003** | **2021** | **221**  |

This notice has been prepared in the LANGUAGES:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | **English** | **x** |

**SECTION I: CONTRACTING AUTHORITY**

**I.1) NAME AND ADDRESS OF THE CONTRACTING AUTHORITY (CA)**

|  |
| --- |
| **Official name**: Kosovo Humanitarian Charitable Society “ Mother Teresa” |
| **Postal address**: str. Mujë Krasniqi n.n. Ulpiana U1/1 |
| Town:  *Prishtina* | Postal code: 10000 | Country: Kosovo |
| **Contact point(s)**: Zef Shala | Telephone: 038-542-865 |
| Email: zefshala@hotmail.com | Fax: 038-542-869 |
| Internet address (*if applicable)*: | www.matherteresasociety |

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**SECTION II: OBJECT OF THE CONTRACT**

**II.1) DESCRIPTION**

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| **II.1.1) Contract title attributed by the contracting authority:****Mentoring and Coaching for 400 previous beneficiaries-returnees** |
| **II.1.2) Type of contract and location of works, place of delivery or of performance***(Choose* *one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)* |
|  |  | **x Services** |
| **II.1.5) Short description of the object of the contract** **Mentoring and Coaching for 400 previous beneficiaries-returnees**   |
| **II.1.6) Common Procurement Vocabulary classification (CPV)****⁭93.000.000.-8⁭** |
| **II.1.7) Variants are accepted**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | x |

 |
| **II.1.8) Division into lots**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | x |

 |
| **II.1.11) Estimated contract value: *96,000.00*** |

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

**II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION**

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| --- |
| Duration in months 3 month *or* days 90 (from the contract signature) *or*Starting **01/09/2021** Completion **30/11/2021**  |

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING TO THE CONTRACT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **III.1.1) Performance security required**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | [x]  |  |  |

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| **III.1.2) Legal form to be taken by grouping of economic operators to whom the contract is to be awarded** *(if applicable)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **III.1.3) Other particular conditions to which performance of the contract is subject**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | [x]  |

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**III.2) CONDITIONS FOR PARTICIPATION**

|  |
| --- |
| **III.2.1) Eligibility Requirements:**1. Certificate of Registration
2. Fiscal Number Registration
3. VAT-Certificate if applicable

*Documentary evidence required* **Copy of documentary** |
| **III.2.2) Professional Suitability:**1.Licens Registration Certificate2.List of Employees professional and administrative staff3 References of previous experience in same or identity projects*Documentary evidence required:* **Copy of documentary** |
| **III.2.3) Economic and financial capacity**1. Tax Verification from Tax Administration of Kosovo for winner Organization
2. Certificate of Kosovo Judicial Council for winner Organization,

*Documentary evidence required:* **Copy of documentary** |
| **III.2.4) Technical and professional capacity**1.Inventory list of organization2.Cars evidence of organization*Documentary evidence required* **Copy of documentary** |

**III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS**

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| --- | --- | --- | --- | --- |
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|  |  | **No** | [x]  |

**III.3.1) Execution of services is reserved to a particular profession** |
| **III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service**

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** | [x]  |  |  |

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**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

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| --- |
| **IV.1.1) Type of Procedure** |
| **x Open**  |  |

**IV.2) AWARD CRITERIA**

|  |
| --- |
| **x Lowest price** |

**IV.3) ADMINISTRATIVE INFORMATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **IV.3.1) Previous publications concerning the same contract**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | [x]  |

 |
| **IV.3.2) Conditions for obtaining *tender dossier***Time limit for receipt of requests for *tender dossier*: **date from (19- 23).07.2021**  |
| **IV.3.3) Time limit for additional Information** **Date Until 30.07.2021 time 14:00** |
|

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | [x]  |

**Payable documents**  |
| **IV.3.3) Time limit for receipt of*****tenders******date******16/08/2021******time12:00******place Prishtina*** |
| **IV.3.4) Time limits is shortened for submission of *tenders***  [x]  no |
| **IV.3.5)** Is tender security needed:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **No** | [x]  |

 |
| **IV.3.6) Tender validity period:** date: **16/09/2021 days 30 or months 1** |
| **IV.3.7) Tenderopening meeting:** ***Date 16/08/2021******time 14:00******place Prishtina*** |

**SECTION V: COMPLEMENTARY INFORMATION**

**V.1) COMPLAINTS**

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| **Any interested party may file a complaint with the Contracting Authority according to article 108/A of the Law No. No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092, at the address specified in Section I of this Contract notice.** |

**V.2) ADDITIONAL INFORMATION**

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| **Note: Economic operators will be entitled to submit a tender, request to participate and other documents required or permitted to be filed during the conduct of a procurement activity in Albanian, Serbian or English.**  |