



MONTENEGRO
Ministry of Agriculture and Rural Development

Advertisement for Expressions of Interest
National Architectural and Civil Engineer Consulting firm
(Border Inspection Point for Veterinary and Phyto Sanitary products- Port of Bar)
MNE-MIDAS-7716-ME -CQ-CS-11- 2.3.6

LOAN NUMBER: 7716-ME

The Government of Montenegro and the MARD (Ministry of Agriculture and Rural Development), as the implementing entities, entered into a loan arrangement with the World Bank, under the title "Montenegro Institutional Development and Agriculture Strengthening" (MIDAS Project), which is aimed at preparing Montenegrin agriculture and its institutions for the future membership of the EU. Total value of the Project is 17.1 million €. The Project will be implemented over a 5-year period from mid-2009 until mid-2014. The MIDAS project intends to apply part of this loan to payments under the contract for creating the necessary infrastructure in priority BIP(s) Port Bar - Border Inspection Point.

Description of Services requested:

The consulting firm will conduct the assignment in following phases:

1) Phase 1 - Designing:

- a) Prepare and submit to the MARD and the Project Team, as well as to the Montenegrin Veterinary and Phytosanitary Services, for preliminary examination and comments, the final plans and designs for the construction of the Veterinary and Phytosanitary Facility at the Bar Port BIP, which shall comply with the applicable EU standards and requirements.
- b) Prepare and submit to the MARD and the Project Team the bill of quantities, the estimated budget, and technical documentation for the tendering documents for the construction of BIP Port of Bar Veterinary and Phytosanitary BIP facilities.
- c) In preparing the detailed list of BIP construction costs, the prices of all construction and tradesmen's works shall be specified, as well as the market prices of the electric and mechanical installations and equipments required at the BIP. Costs for the development of the exterior perimeter of the BIP shall be detailed as well.
- d) In preparing final plans of the BIP premises and surroundings, the architect or expert shall ensure that energy efficiency standards are complied with, check and ensure that all the materials to be used in construction are readily obtainable on the national market, and that none thereof poses a risk to public health and to the environment. In designing the external appearance of the new BIP facility, the architect or expert shall be most attentive in preserving the homogeneity of the surroundings, by carefully integrating the new facility into the existing environment, so as to improve its functionality and aesthetic values within the existing architecture of the BAR Port. Furthermore, the architect or expert will take into account all the pertinent requirements from an Environmental Management Plan that will be developed, before the final design completed, by the Project Team in line with the Bank's environmental assessment policy.
- e) Likewise, in preparing final plans of internal fitting out of the BIP premises, including the veterinary and phytosanitary laboratories, and internal equipment of the rooms intended for the handling and storage of consignments, for checks on consignments, and for other rooms within the facility (offices, dressing-rooms, rest-rooms etc.), the architect or expert shall be most attentive in observing the requirements set out in the applicable national and, in particular, the applicable EU veterinary and phytosanitary legislation.
- f) Furthermore, the Consulting firm shall prepare the complete technical documentation for the tendering documentation (the tendering dossier) required for the veterinary and phytosanitary BIP facility. As regards the external appearance of the facility, special emphasis shall be on the functionality of the

building, and on its harmonious blending into the existing environment. And, as regards the construction and technical execution of the civil works, most attention shall be paid to obtaining a most reliable building, with solid structure, and finest electrical and mechanical installations; to this end, a geotechnical report shall be prepared. Assessment of environmental impacts and mitigation and monitoring measures determined through the Environmental Management Plan will be a constitute part of the tendering documentation. Energy efficiency requirements will be also specified.

2) Phase 2 - Confirmation of ownership status and building permit:

Part of the consulting firms' work includes confirming/documenting the ownership status of the construction site, i.e. state-owned, and obtaining the necessary/lawful building permits for the new BIP prior to tendering the civil works proper.

3) Phase 3 - Tendering the civil works proper phase:

No services are required by the consulting firm in this phase.

4) Phase 4 - Supervision

On completion of tendering procedure, and upon having commissioned all the civil and other works involved, the national architect or expert in civil engineering shall undertake the full supervision of all the construction and other relative operations, within the scope of the envisaged inspection checks and surveillance visits to the construction site, and with the task of finalising the facility within the deadline specified and in compliance with the project documentation and specifications, and within the specified pricing range. The Consulting firm shall notify of all its relevant activities and report in the regular intervals to the MARD and to the Project Team.

Specific requirements for supervision task:

Review the legitimate start of the construction works;

- Review the completeness and correctness of the certificates and records drawn up during the construction works;
 - Supervise / monitor the execution of the construction works in compliance with the approved designs;
 - Control on labour safety requirements in compliance with the designs for construction organization;
 - Environment protection during the implementation of the works;
 - Supervise the quality of the construction materials and products used and correspondence to the labour safety requirements;
 - Third party protection against loss or damage to property and personal injury
 - Supervise the proper execution of the construction works;
 - Hand over of the construction in order to be introduced into operation;
- Reporting to the Employer: monthly reports;
- - final construction report for points c.) and e.) the control is conducted according to Law which is the competence of the Ministry of Labor inspectorate and Ministry of sustainable development and tourism inspectorate, respectively. The responsibility for respecting these liabilities lies with the contractor (Construction Company).

During the supervision, the Consulting firm should have appropriate personnel (site engineer) present on the sites five days a week and, in any case, at any time when the civil works contractor has requested to work outside the statutory working hours.

5) Phase 5 - Defect notification period

The consulting firm will conduct a post-construction Defect Notification Period (or period of guarantee) of 1 more year after civil works are finished and completed. In these Defect Notification Period the company's supervision inputs are limited (i.e. only a few days during that year) to verify good performance of installations and equipment. This Defect Notification Period (or period of guarantee) of 1 year is very important in case of some remedial works or other problems that could occur after completion and installation.

Assignment duration

The overall duration of the assignment is thirty-one (31) months (included 3 months of Tendering phase - no services are required by the consulting firm in this phase).

The overall duration of assignment comprising the following phases:

- 1) Phase 1 - Designing phase: Duration 5 months, required input by the Consultant 40 desk w/d;
- 2) Phase 2 - Confirmation of ownership status and building permit of the construction site, i.e. state-owned, and obtaining the necessary/lawful building permits for the new BIP prior to tendering the civil works (estimated to a total of up to 3 months (10 working days);
- 3) Phase 3 - Tendering phase - tendering the civil works proper:
Duration 3 months, (no services are required by the consulting firm in this phase),
- 4) Phase 4 - Supervision phase: Supervision work on construction site, duration 8 months, during construction proper, required input by the Company 8 month, and the required input of 8 months¹ will be calculated not in wording/day, as in all other phases, but in months;
The duration of the assignment in above mentioned four phases is nineteen 19 months (included 3 months of Tendering phase - no services are required by the consulting firm in this phase).
- 5) Phase 5 - Defect Notification phase: Duration 12 months post-construction, required input by the Company 12 months 2 days/month.

Expressions of interest:

The MIDAS 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 2010, 2009 and 2008 with proofs that financial reports are delivered to the responsible state authorities (Central register of the Commercial Court and Tax Authority). 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 and supervision of buildings.
- **Qualification and requirements**
 - a) The national Consulting firm must have license to practice in Montenegro and have at least five (5) years of professional experience in building and construction works.
 - b) The national Consulting firm must include Architect or Civil Engineer staff who has a University Degree in Civil Engineering or Architecture and at least five (5) years of professional experience in building and construction works
 - c) The national Consulting firm must be familiar with national legislation, norms and practices applicable in the field of construction or reconstruction, including energy efficiency norms and practices for buildings.
 - d) Knowledge of the local market and previous experience in rehabilitation of traditional buildings and/or reconstruction of laboratories in Montenegro or abroad will be an advantage.
 - e) in-depth experience in the area of project management and supervision of the construction works
 - f) Analytical and problem-solving skills combined with good organizational and inter-personal communication skills will be additional assets.
 - g) The national Consulting firm will provide the reference list of projects in the thematic area,
 - h) Fluency in written and spoken English, for staff of the Consulting firm is desirable.

¹ the firm is required to provide one engineer (1 staff) to work full time 8 months (8 staff months, or 168 working days (taking into consideration that 1 staff month has 21 working days in average)).

h) Computer literate (MS Word, Excel, Architectural design programs – CAD and similar)

- **Proposed Key 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 team must have expertise in work supervision on civil construction works; electro works thermo-technical works. The requested staff should include:

1. Mechanical engineer with License for supervision of thermo-technical works, License issued by responsible state authority;
2. Electro engineer with License for supervision of electrical works - high voltage, License should be issued by responsible state authority; and
3. Civil engineers or architect engineer with License for supervision of civil-construction works, License should be issued by responsible state authority.

- **Location of assignment**

Assignment base: Port of Bar and Veterinary and Phitosanitary inspections in Bar, and Veterinary and Phitosanitary Directions in Podgorica, MARD-Podgorica.

Office accommodation of a working standard including IT and telephone connections for the national consulting firm under this assignment should be discussed and agreed during contract negotiations (i.e. before contract signature) are if agreed to be provided by the Client.

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 firm 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 firm may only submit one expression of interest. If a Consultant firm 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 January 2011).

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: **August 25th, 2011.**

Envelop with EOI must have title indicating the subject: **MNE-MIDAS-7716-ME -CQ-CS-11- 2.3.6**

Submission by e-mail is not allowed.

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