

ASB SEE Main Office / BH Office  
Aleja Bosne Srebrene 35  
71000 Sarajevo  
Bosnia and Herzegovina

Telephone: +387 (0)33 468366  
+387 (0)33 468690  
Fax: +387 (0)33 234698  
Web page: [www.asb-see.org](http://www.asb-see.org)  
E-mail: [asb.bosnia@asb-see.org](mailto:asb.bosnia@asb-see.org)

Sarajevo, 7 June 2019

Our ref.: BOS1705-WOR-2019-04

Dear Madam/Sir,

**SUBJECT: INVITATION TO TENDER FOR THE CONSTRUCTION OF 29 NEW HOUSING UNITS IN  
FEDERATION OF BOSNIA AND HERZEGOVINA**

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

**VOLUME 1**

SECTION 1: INSTRUCTIONS TO TENDERERS

SECTION 2: TENDER FORM

Annex 1 - Declaration of honour on exclusion and selection criteria.....Form a.14

Annex 1 - UN Procurement Division – Prerequisites for Eligibility

SECTION 3: TENDER GUARANTEE FORM

SECTION 4: QUESTIONNAIRE

Additional notice to tenderers

General information about the tenderer .....Form 4.1

Organisation chart.....Form 4.2

Power of attorney .....Form 4.3

Financial statement.....Form 4.4

Financial identification form .....Forms 4.5 a) + b)

Technical qualifications:

Overview of the tenderer's staff.....Form 4.6.1.1

Staff to be employed on the contract .....Form 4.6.1.2

Professional experience of key staff

Curriculum vitae .....Form 4.6.1.3

Plant .....Form 4.6.2

**ASB Office Belgrade**

Antifašističke borbe, 14/8,  
11 070 Belgrade / Serbia  
Telephone: +381 11 231 06 77  
Telefax: +381 11 311 73 18  
e-mail: [asb.serbia@asb-see.org](mailto:asb.serbia@asb-see.org)



**ASB Office Prizren**

Rr. Adnan Krasniqi nr 149, H2, kati V, nr 23  
20 000 Prizren / Kosovo  
Telephone: +383 (0)49 80 42 06  
e-mail: [asb.kosovo@asb-see.org](mailto:asb.kosovo@asb-see.org)

**Mission Statement**

*"Better development can reduce the need for emergency relief; better relief can contribute to development; and better rehabilitation can ease the transition between the two."*

ASB established a network of offices in South Eastern Europe to implement projects for multiple donors including the European Union, its individual Member States and the United States of America. All activities are implemented along the parameters of the "Linking Relief, Rehabilitation and Development" (LRRD) Strategy of the European Commission (EC - Brussels, 30.04. 1996)

Work plan and programme.....	Form 4.6.3
Experience as contractor.....	Form 4.6.4
Data on joint ventures.....	Form 4.6.5
Litigation history .....	Form 4.6.6
Quality assurance system(s) .....	Form 4.6.7
Accommodation for the supervisor .....	Form 4.6.8
Further information .....	Form 4.6.9

**SECTION 5: ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID**

Administrative compliance grid  
Evaluation grid

**VOLUME 2**

SECTION 1:	CONTRACT FORM
SECTION 2:	GENERAL CONDITIONS FOR WORKS CONTRACTS
SECTION 3:	SPECIAL CONDITIONS
SECTION 4:	SPECIMEN PERFORMANCE GUARANTEE
SECTION 5:	SPECIMEN PREFINANCING PAYMENT GUARANTEE
SECTION 6:	SPECIMEN RETENTION GUARANTEE

**VOLUME 3**

TECHNICAL SPECIFICATIONS

**VOLUME 4**

FINANCIAL OFFER UNIT PRICE CONTRACTS

**VOLUME 5**

DESIGN DOCUMENTS, INCLUDING DRAWINGS (*provided on CD*)

For full information about procurement procedures please consult the Practical Guide and its annexes, which can be downloaded from the following web page: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender and the accompanying tender guarantee.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.

If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

(original signed)  
Elmir BOJADŽIĆ  
Regional Director SEE