



**REPUBLIC OF ALBANIA**  
**KAMËZ MUNICIPALITY**

Nr. \_\_\_\_ prot.

Kamëz, \_\_\_\_ 2018

**Approved**  
**Xhelal MZIU**

**MAYOR**

**STANDARD BIDDING DOCUMENTS OF PUBLIC-PRIVATE PARTNERSHIP OF  
THE SERVICE OF CLEANING, COLLECTION, TRANSPORTATION AND  
SELECTION OF WASTE OF THE MUNICIPALITY OF KAMZA**

**International Open Procedure**

**ANNOUNCEMENT OF THE CONTRACT**

Contracting Authority

Section 1 Name and address of the contracting authority

Name Kamza Municipality  
Address Boulevard "Blue" nr.492 Kamez Tirana  
Tel / Fax +355 47 200 177  
E-mail: bashkiakamëz@gmail.com  
Website www.kamza.gov.al

**1.2 Type of contracting authority and activity of major activities:**

Central Institution

Independent Institution

Local Governance Unit X

## Section 2 Object of Contract

### Type of Contract

Services X

Brief Description of the concession/public-private partnership contract

*Object of the contract:* **"FOR THE AWARD OF THE CONCESSION OF THE CLEANING, COLLECTION, TRANSPORTATION AND SELECTION OF WASTE OF MUNICIPALITY KAMZA"**

Municipality of Kamza in the capacity of **"Contracting Authority"** invites Economic Operators to participate in an international procedure Concession / Private Public Partnership for providing the cleaning service, collection and waste selection of Kamza Municipality through construction and a transfer station in line with procedures and terms defined in these tendering documents, as well as terms of the contract.

The evaluated cost of the project is 1 389 833 694 (one billion three hundred eighty nine hundred eight hundred and thirty three thousand six hundred and ninety four) Lek without VAT .Contracting Authority has provided with respect to the repayment of the value invested by the concessionaire the fact that the concessionaire will be liquidated for a period of 12 years from the moment of signing the contract.

*The Concessionaire shall withstand the total investment of machinery and equipment for the provision of the service and construction of the Transmission Station. The transfer station shall be constructed and operational within a maximum of 24 (twenty four) months from the date of the conclusion of the contract. The Contracting Authority will pay the concessionaire / PPP a fixed annual amount.*

The Contracting Authority will implement an open procedure in line with article 22 of law no. 125/2013, changed "On Concessions and Public Private Partnership". The Contracting Authority shall take into consideration only the bids of those economic operators of Union of Economic Operators who have passed the minimal limits, defined in the qualification criteria.. *Upon completion of this procedure, the objective of the Contracting Authority is to solve the problems associated with the waste management of the Municipality of Kamza. The Contracting Authority will provide a surface for the construction of the transfer station set respectively: Valias Kamëz.*

Concession/PPP for the Contract is open to Economic Operators and Unions of Economic Operators of any country that meet the following terms and criteria :

1. Type of contact : Concession/Public Private Partnership

2. Source of funding: Municipality of Kamza

2. 3 Duration of the contract or deadline for execution:

The duration of the PPP's Concession Contract will be 12 (twelve) years.

2.4 Location of the object of this contract:

Kamza Municipality

## Section 3 Legal Economic, Financial and Technical Information

### 3.1 Admission Criteria according to Annex 9

**3.2 Warranty of the Bid** (applicable in case of procurement procedures with a higher value than the high monetary limit, in case this is required by the contracting authority) :

Economic Operator in a concession/public private partnership procedure presents the Form of Bid Warranty, when required, according Annex 3..

The value required for the bid warranty is equal to 2% of the envisaged value of the project or estimated at 27 796 674 (seven thousand seven hundred and ninety six thousand and six hundred and seventy-four) ALL without VAT.

**3.3** Based on item 7 of CoMD 150, dated 22.03.2007 “On Organization and Functioning of the Agency for Treatment of Concessions changed to CoMD 191, dated 13.03.2012, envisages that the Winning Concessionary shall pay for this Agency the following obligations as following :

a) for concessionary projects up to 5 000 000 (five million) euro, the payable amount is 5 000 (five thousand ) euro. b) for the concessionary projects over 5 000 000 (five million) euro up to 15 000 000 (fifteen million) euro, the payable amount is 10 000 (ten thousand )euro. c) for concessionary projects up to 15 000 000 (fifteen million) euro up to 50 000 000 (fifty million) euro, the payable amount is 20 000 (twenty thousand) euro. ç) for concessionary projects over 50 000 000 (fifty million) euro, payable amount is 30 000 (thirty thousand) euro.



## Section 4 Procedure

### 4.1 Type of procedure:

Open X

Limited With negotiation

With preliminary announcement

### 4.2 Criteria for the selection of the winner :

<i>Nr.</i>	<i>Score Criterion</i>
<i>Max. Minimal</i>	
<i>Threshold /</i> <i>3</i>	<i>Output Score 23</i>
TC1 Project idea and operation plan and management of the transfer station	
TC2 Assessment on environmental impact and social impact 14 2	
TC3 Machinery and equipment to be used 17	
TC4 Transfer station construction term 6	
TOTAL TECHNICAL CRITERIA 60	
FC1 Economic offer 36	
FC2 FEE concession% 4	
TOTAL FINANCIAL CRITERIA 40	

**Deadline for submission of bids or requests for participation :**

**Date: 16/04/2018 Time 10:00 :**

**Place :www.app.gov.al**

**When the bid is required electronically, the economic operators shall submit the offer electronically on the official website of PPP at www.app.gov.al**

**4.4 Deadline for opening of bids of requests for participation : Date 16/04/2018 (dd/mm/yyyy) Time 10:00 Place: www.app.gov.al**

The information communicated during the public opening of the bids submitted electronically should be communicated to all those economic operators that have submitted the offers, based on their request.

**4.5 Bid period of validity: 300 (three hundred) days.**

**4.6 Language (-s) of compilation of bids or requirements for participation:**

Albanian X                      English X  
Other

## **Section 5 Complementary information**

**5.1 Documents with payment:**

If                      yes                      No X

Currency\_\_\_\_\_

Price \_\_\_\_\_

**This price covers the current costs for copying and distributing the DSC/PPP to Economic Operators. The interested economic operators have the right to control the DSC/PPP after their purchase**

**5.2i Value of the tariff shall be paid by the economic operator in case of a complaint at the Public Procurement Commission : \_\_\_\_\_ Leke (amount in letters).**

### **5.3 Additional Information** (place, office and ways of withdrawing SDC/PPP)

Vo: Documents uploaded on the PPA website (feasibility study, design tasks, etc) which will be attached to the standard documents of concession are as a reference for the economic operators participating in the PPP/concession procedure.

*Date of distribution of this notice 01 / 03/2018.*

## **II. INSTRUCTIONS FOR THE BIDDER**

### **1. INTRODUCTION**

(Contracting Authority has decided to implement the project for \_\_\_\_\_. Selection of the Bidding Winner shall be carried out based on a competition procedure (type of procedure) according to the qualifying and assessment criteria specified in this document. The duration of the concessionary / ppp contract \_\_\_\_\_ from entry into force.

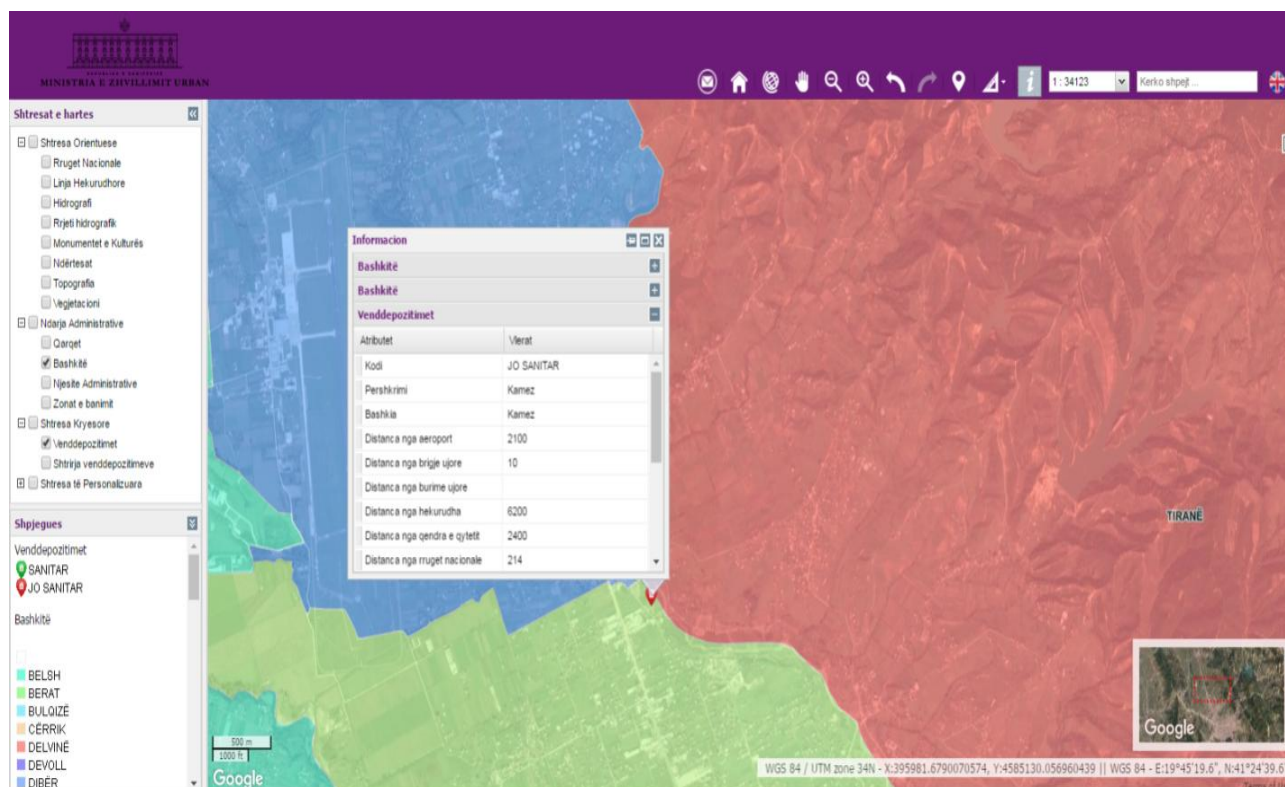
#### **1.1 Further information:**

##### **General Description:**

The solid waste management system in the territory of the Municipality of Kamza is under the management of the Municipality itself, which has the role of transferring this task to the private sector. Currently the Municipality of Kamza performs directly the operation and management of the landfill of waste as well as their collection and transport. From field observation it is ascertained that this landfill is still outside the specified conditions for a sanitary landfill; which will require its closure very soon by reference to the National Waste Management Plan. In this regard, the Kamza municipality will be in great difficulty for waste disposal and will require other places for this deposit site which will increase the operational costs of the service. Likewise, the collection and transport of waste is not of satisfactory quality; there are many illegal waste disposal sites as well as waste thrown near the rivers causing high pollution and creating problems for neighboring administrative units. During August 2017, when this landfill was covered by the flames, the pollution and the smoke created was a problem to the city of Tirana and there was great reaction in the form of protests by the resident community in Kamza and the villages around it.

**Fig.1 Data on the current deposit site for Kamza Municipality**





Source: Ministry of Urban and Territorial Development

Currently for the cleaning service Kamez Municipality has the following tools:

Table no.1 Current machinery for waste collection and transport service in the municipality of Kamza

Cleaners for Kamez municipality,			the current situation
Type of vehicle	carrying capacity	k m in the current state	
Iveco 8 Ton	808267	Truck	Amortized
Truck Benz 2 Ton	554981		amortized
Trucks 1.5 Ton	243104		working condition
Trucks 1.5 tons	195543		bad work condition
Iveco truck 8 tons	38734		good working condition
Iveco truck 8 ton working condition	37125		good
Iveco Truck 3.5 Ton working condition	144325		good
Wiping machine	65		good working condition
Kamatsu diggers			poor working condition

#### a. Data on waste

Referring to the National Waste Strategy, the municipality of Kamza is integrated in the No.1 area of waste (along with all the Tirana Municipalities). According to this strategy, drafted in 2009 (before the new administrative division), the daily amount of waste generated per capita for Kamza municipality was 1 kg / person / inhabitant / day and Paskuqani 0.4 kg / person / inhabitant per day. By interpolating the two figures, the daily amount of waste in this study was 0.7 kg / dw / dc / day. Data from the municipality of Kamza reported that in 2016 79.825 tons of waste per day or 218 tons / day was generated. As mentioned above, this figure is

questionable as long as there are no scales at the site but also because this figure may be due to inert waste deposited in this area.

#### **b. Explanations with the transfer station**

A transfer station with a processing capacity of 100 tons / day is required. This station is to be installed within the envisaged area and will be made available by the Contracting Authority for the collection and selection of waste.

<b>Waste Zone/Municipality</b>	<b>General Population I pop.2001</b>	<b>Citizens Populated</b>	<b>Waste Production Person/Per day</b>	<b>Ton/ per day</b>	<b>Ton/per</b>
<b>Waste Zone 1</b>					
Tirane	341,45	468,71	1.5	703	256,62
Kamez	44,44	59,95	1.0	60	21,88
Vore	12,88	16,35	0.7	11	4,17
Kavaje	24,77	28,19	1.0	28	10,29
Rrogozhine	7,07	9,39	0.7	7	2,40
Komunat	167,29	217,43	0.4	87	31,74
<b>Waste Zone 2</b>					
Durres	98,79	127,85	1.0	128	50,73
Shijak	8,09	7,89	0.7	6	2,01
Manez	7,58	6,31	0.7	4	1,61
Sukth	13,09	15,78	0.7	11	4,03
Kruje	13,07	8,10	0.7	6	2,07
Fush Kruje	18,44	12,15	0.7	9	3,10
Komunat	86,08	132,28	0.4	53	19,31
<b>Waste Zone 3</b>					
Lezhe	1442	21,15	0.7	15	5,40
Rreshen	11,44	4,49	0.7	3	1,14
Rubik	6,84	2,21	0.7	2	566
Lac	19,96	12,98	0.7	9	3,31
Mamurras	17,67	9,79	0.7	7	2,50
Komunat	86,13	108,12	0.4	43	15,78

#### **b. OTHER CONDITIONS RELATED TO THE OBJECT (only for unsolicited proposals)**

The concessionary project\_\_\_\_\_ is an required proposal of the Contracting Authority. Based on VKM no. 575, dated 10.7.2013 “On approval of rules for assessment and granting of the concession/public private partnership”, company \_\_\_\_\_ has profited a bonus of about \_\_\_\_\_ the total of points or the project is assessed \_\_\_\_\_leke.

These instructions ("Instructions for the Bidder") as well as “Invitation for Bid” is addressed to all juridical subjects of their unions, aiming to participate in the competition procedure. 1.4 Expenses: Winning Bidder shall cope with the expenses related to the preparation and submission of his bid and any other expense as envisaged in these documents in lien with article 25 and article 29 of law 125/2013 “On concessions and PPP”.

The contracting authority has the right to interrupt this competition procedure. The bidder has no right to ask for compensation for costs or losses

## **2. Evidence Documents of Competing Procedure.**

### **2.1 Contents**

Type of project and technical requirements, competition procedure, contract terms and legal, economic and financial requirements are defined in the documents of the competition procedure which contain the following:.

## **ATTACHMENTS**

**Annex 1:** Bid Form

**Annex 2:** Form of the Bid Invitation of the Limited or with Negotiation with Announcement Procedure

**Annex 3:** Form of Bid Warranty

**Annex 4:** Form of Confidential Information

**Annex 5:** Declaration on fulfillment of Technical Specifications by the Economic Operator

**Annex 6:** Declaration on Conflict of Interest

**Annex 7:** Form of the works completion assessment

**Annex 8:** Declaration of availability of machineries

**Annex 9:** Form on Certification of Qualification/Participation

**Annex 10:** Declaration on the Judicial state

**Annex 11:** Evaluation Criteria

**Appendix 12:** Self-declaration for foreign Bidder

**Appendix 13:** Technical Specifications

**Annex 14:** Terms of reference

**Appendix 15:** Disqualification Announcement

**Annex 16:** Form of Announcement of the Winner

**Annex 17:** General Terms of Contract

**Annex 18:** Special Terms of Contract

**Appendix 19:** Announcement of the Contract Signature

**Annex 20:** Form of the Contract Warranty

**Annex 21:** Form of the Complaint to the Contracting Authority

**Annex 22:** Form of the Power of Attorney

**2.1.2.** Each bidder shall take into consideration instructions, criteria, terms, specifications, deadlines and entire information in the documents in the competition procedure. In case the bidder: does not complete the entire documents and information of the competition procedure; or ii) presents an offer which is not in compliance with the terms and requirements of the documents of the competition procedure. The contracting authority shall define that the bid is not in line with requirements of the documents of the competition procedure and will refuse the bid.

## **2.2 Explanations on the Standard Documents of the Competition Procedure:**

**2.2.1** The bidder who asks for explanations or changes in the documents of the competition procedure shall present a request through the electronic procurement system. All the answers with the respective explanations shall be announced to all the stakeholders.

## **2.3 Changes in Competitive Procedures Documents:**

2.3.1. Any time before the deadline of the submission of bids, if the Contracting Authority makes changes in the documents of the procedure, it shall also postpone the deadline of the submission of bids according to the law. Contracting Authority may for any reasons, upon its initiative, or in answer to the requests for changes by one bidder, change the documents of bidding procedure.

2.3.2 All changes carried out by the Contracting Authority shall be published on the PPA website. The changed documents shall be considered as the documents of the competition procedure for this selection competition procedure.

2.3.3. In order to let sufficient time to bidders to make respective changes in their offer, the Contracting Authority shall upon its initiative postpone the submission of bids. In this case the Contracting Authority, according to law "On Concession and public-private partnership" shall publish the new deadline for submission of bids on the PPA website.

## **BID: PREPARATION**

The offer must include the following documents:

- a) Bid Form, completed in accordance with the attached template as Annexes 1 to DSK / PPP.
- b) The Bid Security Form, when required, completed in accordance with the modalities attached to Annex 3 of the DSL / PPP.
- c) Documents related to the subject of public concession / public partnership (sketches, projects, etc.)

## **An Economic Operator must submit only one bid.**

The bid shall include the following documents :

Bid Form shall be completed in line with the model attached in Annex 1 of DSK/PPP.

Bid Warranty Form, when required shall be filled in line with the model attached in Annex 3 of DSK/PPP.

c) Documents related to the object of concession/public private partnership (sketches, projects, etc) \_\_\_\_\_ ,

\_\_\_\_\_,  
\_\_\_\_\_.

An Economic Operator shall present only one Bid. Any fake data shall consist of a legal reason for the Contracting Authority to disqualify any time the Bidder. If this is discovered or announced after the signing of the contract, the Contracting Authority has the right to put an end to contract unilaterally and pay the compensation for the current losses. According to the Criminal Code of the Republic of Albania, the submission of fake information, compilation of fake or forged documents, as well as any declaration or any other data that does not reflect the truth, is considered a criminal act.

The bidder shall use only Documents of the Competition Procedure, without making any change to their content.

## **2 Bid warranty:**

2.2.1. As part of his technical bid, the bidder shall present the Bid Warranty, if necessary, according to the Bid Warranty Form (Annex 3), up to 2% of the project value proposed by the Bidder. The Bid Warranty, if necessary, must be presented in the form of a deposit or warranty, issued from a bank or insurances company licensed by the state fo carry out such activity

2.2.2 The bidder shall guarantee that the Bid Warranty is value for a 300 day period from the completion of the bid validity. Hence, the bid shall be guaranteed for 300 days from the end of the deadline for its submission. For motivated reasons, the Contracting Authority may asks for the prolongation of the validity period of Bid Warranty, if there has been any, in case certain circumstances influence the postponement of the bid evaluation deadline of the respective bid or in the submission of the Contract Warranty, or in any other case affecting the postponement of the of any obligatory deadline. Failure to postpone the validity period of the Bid Warranty, when required, consists of a reason for disqualification of the Bidder.

2.2.3 The Bid Warranty, if required, shall be submitted together with the offer before the expiring of the deadline for submission of bids. Every offer unaccompanied with the Bid Warranty shall be refused by the Bid Evaluation Commission. Bid warranty shall be presented in the name of : the company, in case the bidder is only one company; or  
ii) in the name of the leading company in case the Bidder is a temporary union of companies.

2.2.4 Upon request of the non-winning bidder, the Contracting Authority shall return him the Bid Warranty, if required, as soon as possible, but not later than 30 days after the completion of the bid validity period or any prolongation of its deadline.

2.2.5 Bid Warranty of the Winning Bidder, if required, shall be returned to him after the submission of the Contract Warranty to the Contracting Authority.

2.2.6 Bid Warranty shall be kept by the Contracting Authority, if required, in cases when the Bidder:

- ) withdraws his offer during the competition period without end of the bid validity deadline;
- i) does not present a Contract Warranty (in case it is declared the winner);
- ii) does not sign the concessionary agreement (in case if it declared the winner within the specific time limits in the Form of the Announcement of the Winner (Annex 16
- iii) has declared fake data in his bid
- v) if he is declared winner and refuses the payment according to point 1.4. above

**2.3 Power of Attorney: Every Bidder (or member of the Temporary Union, when the Bidder is such) shall submit a notarial power of attorney according to the form defined in Annex 22, that shows that the person (persons) that have signed the Bid have the right to sign it.**

#### **2.4 Bid Validity Period :**

Bids shall be valid for 300 days starting from the moment of end of “time deadline for submission of offers”. An offer with a validity shorter than the defined deadline shall be refused by the Bids Evaluation Commission, as unacceptable.

The Contracting Authority may ask the Bidder to prolong the Bid Validity Period. The request of the Contracting Authority and answer of the Bidder shall be in writing. In case of a prolongation of the Bid Validity Period, even the Bid Warranty Deadline , if required, shall be prolonged in line with point 3.2.2.

## **2.5 Form an signing of Bid**

2.5.1 Every bidder shall prepare and submit the offer on the Public Procurement Agency (PPA) website. Detailed information on the uploading of the bid is found in the manual of use, which is published at <https://www.app.gov.al>.

2.5.2 The bidder, who is declared the winner of the competition, shall present to the Contracting Authority the original bid. The original bid shall be in print or written in ink which cannot be erased. Person or persons who have right of signature (authorized upon the submitted power of attorney as part of the Technical Bid, in line with item 3.3. Shall sign the Bid by: Signing the original bid and ii) Writing the initials on each page of the original documents accompanying the economic bid.

2.5.3 The bid shall not have changes, erases or additions, excluding the cases when corrections are signed by the person or persons with the right of signing the bid. The original bid shall be identical to the bid uploaded on the PPA website.

## **4.SUBMISSION OF ORIGINAL BID**

### **4.1 Format and Signature of the Bid**

4.1.1. In line with DCM No. 130, dated 12.03.2014 “On electronic completion of competition procedures of the concession” and DCM No. 575 dated 10.7.2013, “On approval of the rules of evaluation and concession/public private partnership”, the bid shall be submitted electronically in line with instructions of the Public Procurement Agency. A more detailed information about this procedure shall be found on the official website [www.app.gov.al](http://www.app.gov.al).

4.1.2 Contracting Authority is not accountable to every Bidder for any claim or complaint on unclear points on the way of submission of Bid, despite the case when a bid is not assured through the right manner due to lack of proper infrastructure by the Contracting Authority.

4.1.3 In any case, the Bidder shall submit electronically all the obligatory and necessary documents for presentation of their bid.

4.1.4 The bidder declared winner shall submit the original bid to the Contracting Authority. The original bid shall be placed inside an envelope/box, closed and sealed. On the envelope/box shall be reflected the name and address of the bidder with the note Bid for the Project “\_\_\_\_\_”.

The original offer must be submitted to the following address:

To:

(Contracting Authority)
Concern: The Evaluation Committee of the Bids
Address:

## **4.2 Deadline for submitting bids**

4.2.1 Bids shall be submitted on the PPP website within date 16.04.218, time 10:00. The bidder declared winner shall be informed in writing by the Contracting Authority for the deadline of submission of original bid.

## **5. OPENING AND EVALUATION OF BIDS :**

### **Opening the Bids**

5.1.1 Bids Evaluation Commission makes the identification of bidders and opening of bids submitted on the PPA website after the completion of deadline for submission of bids..

### **5.2 Evaluation of Bid**

After the bid opening, Bids Evaluation Commission shall review it to define whether the bid is acceptable, if the required documents have been submitted, whether the required documents to be signed by the bidder have been duly signed and whether the Bid is regular.

The evaluation of the Contracting Authority will be based on the data and content of the Bid by not addressing to other resources. Nevertheless, if necessary, the Bids Evaluation Commission shall require other explanations from the Bidder that do not consist of a change in the essence of the Bid. Explanations shall be in writing or/and reflected in the respective minute. Likewise, in special occasions, the Contracting Authority reserves the right to include also different experts who may help in treatment of those issues that may cause difficulties to the Bids Evaluation Commission.

### **The offer shall be considered invalid IF:**

- i) bidder has not submitted the Bid Warranty, if required; if required;
- ii) bid contains fake data;
- iii) has not filled one or all the requirements of the bid for the competition procedure..

Bids Evaluation Commission considers a bid valid if it contains small deviations which do not change materially or do not deviate from the characteristics, terms and the requirements, defined in the documents of selection procedure, or mistakes that can be corrected without affecting its content.

If more than one financial bid has the same value or same points than the winner shall be decided by cast, in the presence of the bidders.

Bids Evaluation Commission compiles final classification that shall be announced publicly and communicated to the Bidders. After the final classification, every bidder shall require the administrative review of the selection process, when believes that an action carried out by the Contracting Authority and Bids Evaluation Commission runs contrary to the requirements of Law No. 125/2013 “On Concessions and public private partnership” and CoMD no. 575, dated

10.7.2013 “On approval of evaluation rules and granting of concession/public private partnership” by using the form of Complaint about the Competition Procedure defined in Annex 21.

"Upon completion of complaint procedure, the Bids Evaluation Commission prepares the final report of bids evaluation and proposes the Chairman of the Contracting Authority the results obtained by each bidder.

Competition Procedure is considered unsuccessful when : None of the bids meets the requirements of the invitation for the competition procedure; Contracting Authority, due to lack of economic profitability of bids or the project itself, declares the closure of the competition procedure; Or when there are no participants in the competition.

## **Illegal actions**

In line legislation of elimination of conflict of interest and ethics in public administration, the Contracting Authority refuses a bid, if the Bidder presenting it :

ii) has given or is about to give to a current or previous employee of the Contracting Authority a gift consisting of money or not, as an effort to affect in an action or decision, or process of competition procedure; and/or

ii) is in a situation of conflict of interest in this procedure, e.g. a bidder is related to a physical or juridical person, who has been assigned by the Contracting Authority to offer consulting services during the preparations of projects, specifications or documents during preparation of projects, specifications or other documents related to the competition procedure or related to members of the Bids Evaluation Commission

iii) has submitted fake documents/information related to the requests presented in the Standard Documents of Competition Procedure.

Contracting Authority informs in writing the bidder and Public Procurement Agency for refusal of the bids, as well as reasons of this refusal and makes the respective note in the report of the competition procedure..

## **5 .5 Definiton of the Winning Bidder and Signing of the Contract**

5.5.1 Following the end of the complaint deadline, defined in item 5.2.6, Contracting Authority informs the Bidder, whose offer is chosen as the best, through sending of the Winner's Announcement, as envisaged in the Winner's Announcement Form. A detailed copy of this announcement shall be published at the Public Announcements Bulletin. During the signature, Contracting Authority asks the Winning Bidder to present the Warranty Contract. Form of Contract Warranty shall be signed and submitted according to item 5.5.3. The warranty of the Contract may be submitted in the type of ig: Unconditioned banking warranty or i) through an insurance police

5.5.2 Contracting Authority and Winning Bidder shall negotiate in confidence the terms and final deadlines of the Concessionary/Public Private Partnership Contract, taking into account that the Winning Bidder will be required to sign the Concessionary Contract according to Special and General Conditions of the Contract signed by him in every page and submitted as part of the Technical Bid, changed (if applicable) during the negotiation process of the Concessionary/Public Private Partnership Contract.

5.5.3 In case that within a time limit \_\_\_\_\_ from the date of the Winner's Announcement and deadline defined in the Decision of Council of Ministers becomes clear that if the Winning Bidder (for unjustified reasons) will not submit the Contract Warranty and/or will not sign the Special and General Conditions of the Contract, the Contracting Authority will keep the

Warranty Bid to the Winning Bidder, if required, and will invite other Bidders, according to the positions in the positions of final classification, until it receives the Contract Warranty and Special and General Conditions signed on every page by the Bidder, according to the position, or refuse all the remaining bids.

5.5.4. Contracting Authority shall publish in the Public Announcements Bulletin the name of Concessionary and main terms of the Concessionary Contract within 30 days from the signature of the contract.



## Annex 1

### BID FORM

[Annex to be submitted by the Economic Operator]

Name of the Bidder

For: [Name and address of the contracting authority]

\* \* \*

Procedure of concession / public private partnership: [type of procedure]

Short description of the contract: [object]

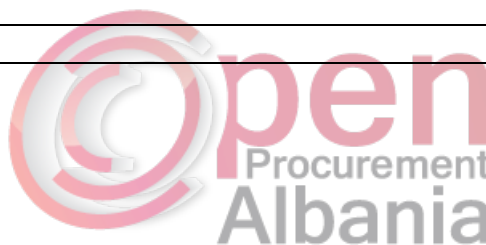
Publication (if applicable): Public Announcement Bulletin [Date] [Number]

\* \* \*

Referring to above-mentioned procedure, we, the undersigned, declare that:

1. The total price of our offer is [currency and bid value]; without VAT;
2. The total price of our offer is [currency and offer value];with VAT

N0	Criteria	Measure Unit	Offers /Reference Materials
TC1	General idea and Concept of Transfer StaStation		
TC2	Indication on the Ambient and Social		
TC3	Machinery and Useful Tools for Work		
TC4	Deadline of Transfer Station Construction	Monthly	
FC1	Economic BID in All Total 12 years	Lek/All	
FC2	FEE Concessionaire	%	
<b>Amount without VAT</b>			
<b>VAT</b>			
<b>TOTAL Amount</b>			



## Annex 2

(Annex to be filled in by the contracting authority)

### Invite for BID offers

*Kamza Municipality invites to submit bids for the performance of the following Service:*

Kamza Municipality in the role of "Contracting Authority" invites Economic Operators under the international procedure Concession / Private Public Partnership for providing the cleaning service, collection and waste selection of Kamza Municipality through construction and a

transfer station in accordance with the procedures and the conditions set forth in these tender documents and the terms of the contract.

The projected value of the Project is 1 389 833 694 (one billion three hundred eighty-nine million eight hundred and thirty-three thousand six hundred and ninety-four) ALL /Lek without VAT, the Contracting Authority has provided with respect to the repayment of the invested value from concessionaire the fact that the concessionaire will be liquidated for a period of 12 years from the moment of signing the contract,. The Concessionaire will use its own revenues to invest all the machinery and equipment for the service and construction of the Transmission Station.

The Contracting Authority shall consider only the offers of those economic operators or the Union of Economic Operators, who have exceeded the minimum limits laid down in the eligibility criteria.

Upon completion of this procedure, the objective of the Contracting Authority is to solve the problems associated with the waste management of the Municipality of Kamza.

The Contracting Authority will provide a surface for the construction of the transfer station located in the following: Valias Kamëz.

The PPP / PPP agreement for the contract is open to economic operators as well as Economic Operators Unions that meet the requirements and the criteria described above.

## **2.1 Location of the facility:**

Kamza Municipality

2.2 Timeframe for the contractual agreement Time for the contract PPP  
Confidence is 12 years (twelve) years.

The offer must be submitted

Electronically on the app's website. [www.app.gov.al](http://www.app.gov.al)

**First**

***Opening Date: 16.04.2018, time 10: 00***

When the offer is required to be submitted by electronic means, economic operators must submit the offer electronically on the official APP web site, [www.app.gov.al](http://www.app.gov.al)

1 This appendix is applicable to the restricted procedure and negotiation procedure with prior announcement.

## **Annex 3**

[Letter with the Bank logo / Insurance Company]

[Annex to be submitted by the economic operator when is required by the Contracting Authority]

[Data]

## BID INSURANCE FORM

To: [Name and address of the contracting authority]

In the name of : [Name and Address of the Insured Bidder]

Concession / Public Private Partnership Procedure [Type of Procedure]

Short description of the contract: [object]

Publication (if applicable): Public Announcement Bulletin [Date] [Number] / No.Reference on web PPA page [www.app.gov.al](http://www.app.gov.al)

Referring to above-mentioned procedure,

We certify that [name of the insured bidder] has paid a deposit at [name and address of the bank / insurance company] with an amount of about [currency and value expressed in letters and figure] as a condition for insuring the bid, submitted by the above-mentioned economic operator.

We take responsibility of transferring the account of [name of the contracting authority] value of the guaranty, within 15 (fifteen) days from your simple first written request, without asking for explanations, with the condition that the request should mention the failure to meet one of the following conditions:

- The bidder has withdrawn or changed the bid, after the final deadline of bids submission or before the final deadline, if determined in the bid documents;
- The Bidder has refused to sign the procurement contract when the contracting authority requires such action;
- The Bidder has not submitted the guaranty of the Contract, where the bid has been declared as the winner or has not met one of the other conditions before the signature of the Contract defined in tender's documents.

This warranty is valid ( ) days from the date of completion of bid submission deadline on the PPA website.

[Bank Representative / Insurance Company]

## LIST OF CONFIDENTIAL INFORMATION

(Annex to be filled by the Economic Operator)]

(Mark the information you wish to remain confidential as following)

Type, nature information to be Kpt confidential	The number of the pages DSK / PPP points that you wish to be kept confidential	Reasons why this information shall to remain confidential	Deadline to kept thisinformation confidential



## Annex 5

[Annex to be filled in by the Economic Operator]

### **DECLARATION OF COMPLETION OF REQUIREMENTS OF STANDARD DOCUMENTS OF PUBLIC PRIVATE CONCESSION / PARTNERSHIP**

Statement of the economic operator participating in the concession / public private partnership procedure that will be held on \_\_\_\_\_ by the Contracting Authority \_\_\_\_\_ subject to \_\_\_\_\_ me limit fund \_\_\_\_\_

I, the undersigned \_\_\_\_\_ in the capacity of the economic operator \_\_\_\_\_ declare that:

We meet all the technical specifications set forth in the Concession / Public Private Concession documents and we accept them without reservation and no objection. We declare under our legal responsibility that we agree with all the technical specifications given and complete them as defined in the Concession / Public Private Partnership documents. We meet all the legal, financial and economic requirements as well as the technical specifications set out in the standard tender documents, and we certify this with certificates and documents submitted together with this statement.

Our offer is valid for the period specified in the standard document for the competitive procedure.

We will not participate as bidders in more than one bid for this competitive procedure.

We authorize the contracting authority to verify the information / documents attached to this offer..

In the event that our offer is accepted in, we will make the contract security, as provided in the standard tender documents of the competitive procedure..

If we will be announced the winners of the competitive procedure, we agree to sign the Contract under the terms of the contract.

**Date of submission of statement** \_\_\_\_\_

Bidder Representative

Signature

Seal

## Annex 6

[Annex to be filled in by the Economic Operator]

### DECLARATION On conflict of interests

Declaration of the participating economic operator in the public procurement procedure to be held on \_\_\_\_\_ by the Contracting Authority \_\_\_\_\_ with object \_\_\_\_\_ limit fund \_\_\_\_\_.

Conflict of Interest is the state of conflict between public duty and private interests of an official, in which he/she has private interests, direct or indirect that may affect or seem to affect in unfair performance of its public tasks and responsibilities.

Based on article 21, item 1 of Law No. 9367, dated 07.04.2005, the categories of the following officials defined in Chapter III, Section II are absolutely forbidden to profit directly or indirectly by the signing of contracts with a public institution : - President of the Republic, Prime Minister, Deputy Minister, Ministers or Deputy Ministers, Members of Parliament, Judges of Constitutional Court, Judges of Supreme Court, Head of Supreme State Audit, Attorney General, Judges and Prosecutors of First Instance Court and Court of Appeal, Ombudsman, Members of Central Election Commission, Inspector General of High Inspectorate of Declaration and Control of Assets and Conflict of Interests, Members of Regulatory Entities (Supervising Council of Bank of Albania, including the Governor and Deputy Governor; competitiveness, telecommunication, energy, water supply, insurances; bonds; media), Secretary Generals of central institutions, as well as any other official in every public institution, which is at least at the same level with director generals, heads of public administration, who are not part of civil service. For middle level directors, according to articles 31 and officials envisaged in article 32 of chapter III, section 2 of this law, the banning according to item 1 of this law, due to private interests of the official envisaged in this point is implemented only for signature of contracts in the field of territory and jurisdiction of the institution where the official works. This banning is implemented also when the party is a subordinated institution. When the official is in the capacity of the chairman of vice chairman of the municipality, commune or regional council, member of the respective council or is a high level official of a local government unit, the banning due to private interests of the official, envisaged in this item, is implemented only for the signature of contracts, according to the occasion, with the municipality, commune or regional council, where the official exercise these functions. This banning is implemented also when party in the contract is a public institution subordinated by this unit (article 21 item 2 of Law No. 9367, dated 07.04.2005).

The bans envisaged in article 21 item 1, 2 of Law No. 9367, dated 07.04.2005, with the respective exclusions, are implemented at the same level also for other persons related to the official, who in line with this law are: the spouse, partner, being of age children, parents of the official's spouse and partner.

I, the undersigned, \_\_\_\_\_, in the capacity of a juridical person  
\_\_\_\_\_ declare under my personal responsibility:

I am aware of the requests and bans envisaged by the Law No. 9367, dated 07.04.2005 “On prevention of conflict of interests in exercise of public functions”, changed, as well as by-legal acts issued for its implementation by the High Inspectorate of Declaration and Control of Assets”, as well as Law No. 9643, dated 20.11.2006 “On Public Procurement”, changed.

In compliance with them I declare that no official, listed in Chapter III, Section II of Law No. 9367, dated 7.4.2005, and in this declaration does not have private interests, directly or indirectly with the juridical person that I represent.

Date of submission of the declaration \_\_\_\_\_

Name, Surname, Signature

\_\_\_\_\_

Seal



## Annex 7

[Annex to be submitted by the Economic Operator]

### EVALUATION FORM

(This form shall be accompanied by the Technical Control Act and IPR)

Contract Authority /Investitor	
Adresa/Tel.	
Name of the head/Administrator	
<b>Certify That:</b>	
Contract Authority /Investitor has signed the contract with	
Name operator NIPT/  Union of Economic Operators  Subcontractors NIPT-s/	
Adresses/	
Object of Contract	
Date of the beginning of contract (Start)	Date of the end of the contract
Value according to the contract	The realized value
% of the union of the Economic Operators and description of works carried out by each member  Subcontractors	
Assessment	(in letters )

	Filled
	Not Filled
<b>Singature</b>	
Seal of the contracting authority	

Annex 8					
[Supplement to be filled in by the Economic Operator]					
ON THE AVAILIBILITY OF MACHINERIES					
Economic operator:					
Declare that I own the technical equipments and other physical assets to complete the contract:_____					
Owned					
Type of the makineri	Plate	NO of permit	No Chassis	other	
1					
2					
3					
4					
5					
And					
Rented					
Type	Plate	No of permit	No chassis	No leasing contract (notary)	deadline of cont
1					
2					
3					
4					
5					
6					

**WE authorize the contracting authority to certify the information on this table.**

**CONTACT PERSON (for this offer)**

**Name:**

**Address:**

**No. Telephones:**

**Fax: E-mail:**

**Signature,**

**seal**



[Annex to be filled by the Contracting Authority]

## **1. GENERAL CRITERIA OF INQUIRY / QUALIFICATION**

### **. GENERAL CRITERIA OF ACCEPTANCE/QUALIFICATION**

Candidate/Bidder shall submit:

A document certifying that (your company):

is not under a bankruptcy process,

a) is not convicted for criminal violations, in line with article 45/1 of LPP,

b) is not convicted with an absolute court decision regarding the professional activity, licensed by the National Registration Center.

The above-mentioned requirements are met with the submission of the Extract of Trade Registry about the Data of the Subject, Historic Extract of the Company, issued by the National Registration Office, as well as self-declaration of the company, according to Annex 10 “Declaration on Judicial State”.

A document certifying that (your company):

has paid the fiscal obligations,

a) has paid all the social insurances obligations issued by the Taxes Administration. General Criteria for Acceptance shall not change by the Contracting Authorities. These criteria (item 1,2) shall be certified through documents issued not prior to three months from the opening bid day.

3. Economic Operator shall be registered in the respective professional registries of the state where they were founded, certifying their legal personality – the candidates shall submit a copy of the extract on the history of the subject issued by the National Registration Center. Candidate/Foreign Bidder shall certify that meets all the abovementioned criteria. If the abovementioned documents are not issued in their country, then he shall present a written declaration. If the language used in the procedure is Albanian, then the documents in foreign language shall be accompanied with a certified translation into Albania. In case of unions of economic operators, every member of the group shall submit the abovementioned documents. Nevertheless, if the offer is submitted by an union of economic operators, there shall be submitted : Notarial certified agreement testifying the official establishment of union of economic operators ; a. Special Power of Attorney.

## **2. SPECIAL QUALIFICATION CRITERIA**

1. To certify that economic operators are qualified, the bidder shall present: present::

a. Bid warranty, according to Annex 3;;

b Declaration on completion of Technical Specification, according to Annex 5;

c. Declaration on Conflict of Interest according to Annex 6;

d. Description of the offer filled and duly signed according to Annex 1;

e. Evaluation form according to Annex 7;;

f. Declaration on availability of machineries according to Annex 8.

h. Declaration according to Annex 10

g. Attestation confirming the payment of all obligation of electricity payment of the power contracts under his name in Albania.

### **2.1 The Candidate / Bidder shall present:**

Legal capacity of economic operators: According to general criteria of acceptance and qualification ..

Economic and financial capacity:

- a. Copy of declaration of annual turnover during the last three (3) years (2015, 2016, 2017) issued by the respective authority, average amount should be not less than: 500,000,000 (five hundred million) Lek without VAT.
- b. To certify a sustainable positive activity, the economic operator shall submit a Certified Copy of Balance Sheets of the last 3 (three) years (2014,2015,2016), presented at the respective authorities of the Tax Paying Branch, confirmed by this authority and accompanied by the Act of Expertise of the Authorized Accountant.
- c. Attestations for payment of local taxes where the economic operator has or had activity, foreseen by the Local Government for 2015, 2016,2017 according to the NCR;
- d. In case of union of economic operators, each member of the group shall submit the attestation issued by the respective authority in which has been registered at NCR.
- e. The bidder shall demonstrate through respective documents that owns or has at disposal active liquidities, immovable properties without burden, credit lines, as well as other financial means sufficient to meet the monetary flow of the construction for the contract, estimated not less than 200,000,000 (two hundred million)lek.

#### **Technical capacity:**

Regarding technical and professional ability, the Economic Operator shall meet the following minimal requirements set by the Contracting Authority:

Successful realization of at least:

##### **a. Experience in Construction**

Successful experience in execution of:

- i. Similar work for a single object with a value not less than 60 000 000 (sixty million) le without VAT, realized in the last three years.

or

- ii. Similar works up to a limit where the total monetary value of works all together carried in the last three years is not less than the double of the value calculated: 120,000,000 (one hundred and twenty million) without VAT, realized for the last years.

The completion of one of these terms makes the offer valid.

Evaluation of the successful experience of the Economic Operator shall be carried out based on the declaration of the following documents::

a) For contracts realized with public entities, the economic operator shall present the following documents:

- 1. Declaration according to Annex No. 7, accompanied by:**
- 2. Contract**
- 3. Final Interim Payments Report;**
- 4. Certificate of handing in.**

b) For Contracts realized in the private sector, the economic operator shall present the following documents:

1. Declaration according to Annex no. 7, accompanied by:
2. Contract;
3. Final Interim Payment Report;
4. Certificate of handing in of the object;
5. Tax paying bill of each interim payment report.

The abovementioned requirements in case of a union of economic operators shall be met by all members of the union regarding the percentage of their participation in the union.

## **B. EXPERIENCE IN CLEANING SERVICE**

The economic operator or the merger of economic operators shall submit the following:

1. Services in the field of cleaning, similar as the object , of a value: 400 000 000 (four hundred million) ALL without VAT, carried out in the last three years.

To prove this Economic Operator shall submit

: a) When the service of same nature has been realized with state institutions, the Economic Operator shall submit an Contract signed with the institution, accompanied with::

a) Interim Payment Certificate and respective tax payment bills confirmed for the completed service;

b) ) attestation issued by the state Institution for complete realization of this Contract, whereby is defined the duration of the service, value of the realized service;

c) attestation from the respective landfill for the wastes disposal..

b) When the service of same nature has been realized with private subjects, the Economic Operator shall submit : a) tax payment bill, confirmed (*where are clearly expressed the date, amount and realized services*) and IPC-s for completed services; b) attestation from the respective deposit field for the wastes depositing.

The bidding candidate shall define in a declaration (from the Administrator of the Company) the Technical Director, which should have a work experience not less than 5 years in the field of offering the cleaning service accompanied with the following documents:

- a) Work Book (respective)
- b) Diploma
- c) Respective CV
- d) Working Contract between him and the economic operator (valid). In case of failure to complete in this Contract the required 5-year work experience, the Technical Director shall present an attestation issued from the previous employer about the work experience in the cleaning service. The Technical director must be present in the payroll of the company for at least in the last 6 (six) months for the following employees and must be present in the Profesional License of the company.

The participating Economic Operator shall have an employed technical staff which must be present in the payroll of the company for at least in the last 6 (six) years and in the professional License of the company for the following employees:

- 1 (one) Mechanical Engineer, for whom must be submitted a valid working contract, diploma, CV and work book.

- 1 (one) Environmental Engineer, for whom must be submitted a valid working contract, diploma, CV, work book
- 1 (one) Construction Engineer, for whom must be submitted a valid working contract, diploma, CV, work book
- 1 (one) Geologist Engineer, for whom must be submitted a valid working contract, diploma, CV, work book
- 1 (one) Topography Engineer, for whom must be submitted a valid working contract, diploma, CV, work book.

The above engineers must not be employed in other subjects. The participating Economic Operator must declare that these engineers are not employed in other subjects.

The Contracting Authority reserves the right to verify the authenticity of the declaration. In the case of false declaration, it will be acted in accordance with article 13, point 3, letter a, of the Law No.9643, dated 20.11.2006, as amended, "On Public Procurement".

1. The Bidding Economic Operator shall have as an employee 1 (one) fire worker, for which has to present relevant certificates / certificates and he/she should exist in the payrolls of the company for at least 6 months.

2. The Bidding Economic Operator shall have as an employee 2 (two) maneuvers, for which has to present relevant certificates / certificates and he/she should exist in the payrolls of the company for at least 6 months.

3. The Bidding Economic Operator shall have as an employee 1 (one) expert Certificate from the Ministry of Environment for Assessment about Impact in the Environment, for which has to present relevant certificates / certificates and he/she should exist in the payrolls of the company for at least 6 months .

4. An average employment of at least 150 (one hundred and fifty) persons for the period August 2017 to January 2018 certified by:

- a. Attestation issued by the Taxes Administration, where is specified the number of employees for each month; for the period August 2017 - January 2018.
- b. EPayroll of employees according to the layout required by the legislation in force for the period August 2017 - January 2018 accompanied by payment declaration forms of social and health insurances.

5. The Economic Operator must be equipped with an ISO 9001 - 2008 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent.

6. The Economic Operator must be equipped with an ISO 14001 - 2004 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent.

7. The Economic Operator must be equipped with an BS OHSAS 18001 - 2007 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent.

8. The Economic Operator must be equipped with an ISO 39001: 2012 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent.
9. The Economic Operator must be equipped with an ISO certificate PAS -99-2012 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent
10. The Economic Operator must be equipped with an ISO SA 8000: 2014 Certificate for exercise of the activity subject of the procurement (valid). (In case of a economic operators union, each group member of shall submit the ISO Certificate) or equivalent.

11. The Economic Operator shall be equipped by the National License Center with a;

- Environment Permit issued by the National License Center for activities with an impact on the environment (**for cleaning, washing and sweeping the streets**), (**Code III.1.A**)
- License issued by the National License Center for **for the collection and transport of non-hazardous waste (code III.2.B)**
- License issued by the National License Center **for "Sanitary Hygienic Services" (Code II 8 B)**

(In case of a economic operators union, each group member of shall submit te Certificates **above**.



12. The Economic Operator shall submit a professional license of the Company valid for NP-12 Category, (environmental engineering works), according to the model issued by Ministry of Public Works Transport and Telecommunication or Ministry of Innovation Technology.

*((Foreign operators shall convert their professional license obtained in their country of origin in the respective Institution, in order to present the required professional licenses for execution of the Contract or a document equivalent with it)).*

13. The Economic Operator shall submit a written declaration about the availability of vehicles with the definition of respective technical data and quantifies for the following vehicles:

- a. Technological Transporting Vehicle, with rear or side loader, with a carrying capacity of 10 to 12 tonnes, compaction ratio 1: 4 to 1: 6, year of the production not ealer than 2010, not less than 1 (one) **vehicles**;
- b) Technological Transporting Vehicle, , with rear or side loader, with a carrying capacity not less than 7-9 tonnes, compaction ratio 1: 4 to 1: 6, year of production not ealer than 2010, not less than 2 ( two) **vehicles**;
- c) Technological Transporting Vehicle with rear or side loader, with a carrying capacity not less than 2-5 tonnes, compaction ratio 1: 4 to 1: 6, year of production not ealer than 2010, not less than 2 ( two) **vehicles**
- d. Technological Transporting Vehicle with rear or side loader, with a carrying capacity of 6 tonnes, compaction ratio 1: 4 to 1: 6, year of production not ealer than 2010, not less than 1 (one) **vehicles**
- e) Transporting vehicle for containers with a rear loading platform to enable loading and emptying of containers without damaging them, production year not earlier than 2010, not less than **1 (one) piece**;

f) Self-Emptying Vehicle, opened from above, with a lateral or rear opening side, equipped with a cover for collection and transportation of voluminous and construction wastes and maintenance of points during the day, etc; Production year not earlier than 2010. Not less than **3 (three) vehicles**;

g) Technological Vehicles for street sweeping, with a load capacity 4-6 m3, equipped with 2 lateral sweepers (left and right) and a central roller sweeper, dusts suction system (aspirator) and water spraying system during work, possibly with an external aspiration suction pipe, production year not earlier than 2010, not less than **2 (two) vehicle**;

h) Street washing machine, equipped with a pump for high-pressure street washing, with two or more rear mounted rotor cleaner, with a capacity not less than 10000 liters of water, production year not earlier than 2010 not less than **1 (one) vehicle**.

**14.** For technological vehicles envisaged in item 11, letter a – f, the Economic Operator shall present the following documents:

- a) a) The owned vehicle should be accompanied with the original property title or a certified copy (selling-buying contract or donation contract).*
- b) The leased vehicles must be accompanied with a leasing contract, as well as property title of the lesser (original or certified copy). The leasing contract shall include the object and deadline of the leased vehicles*
- c) For vehicles registered in public registries, authorities shall submit the document certifying the registration, such as: road movement permit; - technical control certificate; - vehicle's insurance. These documents must be valid.*
- d) For the leased vehicles, it is necessary a document certifying its registration: - technical control certificate; - vehicle's insurance; - respective leasing/supplying contract, valid for entire period of the realization of this contract, object of the procurement. These documents must be valid.*
- e) The economic operator shall present photographs for each vehicle declared in ownership or leased, where the plates of the vehicle must be visible.*

. The Economic Operator shall submit a written declaration about the availability of vehicles with the definition of respective technical data and quantifies for the following vehicles s.

Nr	Machinery Name	Unity	Quantity	Status
1	Truck upper (15 ton)	pieces	1	Property or Rental
2	Truck (1-5 ton)	pieces	4	Property or Rental
3	excavator	pieces	2	Property or Rental

4	Digger	pieces	1	Property or Rental
5	Water Pump	pieces	2	Property or Rental
6	Elektro trange	pieces	2	Property or Rental
7	Vibrant Costibar	pieces	2	Property or Rental
8	Generator	pieces	2	Property or Rental
9	Air Compressor	pieces	2	Property or Rental
10	Water Deposit 5000 l	pieces	2	Property or Rental
11	metal scaffolding	pieces	2000m2	Property or Rental
12	Protective mesh	pieces	2000m2	Property or Rental
13	Electro concrete mixer	pieces	3	Property or Rental
14	welding apparatus	pieces	2	Property or Rental

Owned machinery and equipment are associated with original ownership or notarized copies.

*The leased vehicles must be accompanied with a leasing contract, as well as property title of the lesser (original or certified copy). The leasing contract shall include the object and deadline of the leased vehicles*

*For vehicles registered in public registries, authorities shall submit the document certifying the registration, such as: road movement permit; - technical control certificate; - vehicle's insurance. These documents must be valid.*

. For other equipment must be clearance documents or purchase bills, original or notarized copy

The Economic Operator shall submit a written declaration when he undertakes, that, if he will be the winner of this procedure he will the wastes in a licensed landfill. This declaration shall be accompanied by a pre-agreement between the Economic Operator and the licensed company, this part one with activity in the District of Tirana.

All the documents must be original or certified copies. Cases of non-submission of a document, or fake or inaccurate documents are considered as reasons for disqualification.

- 1. The foreign candidate, bidder shall prove that meets all the above-mentioned requests. Foreign economic operators shall present all their documents in the Albanian or English language and certify them, as well as to certify them with the "Apostille" seal. The countries that have not ratified the Hague Convention dated 05.10.1961 on "Lifting of the request for diplomatic and consular legalization of the foreign official documents", they must legalize these documents in embassies, consulates or respective countries of the country of origin. The failure to present documents in this way can be a disqualifying term.**
- 2. In case of failure to issue the required documents in the country of origin, according to the above-mentioned criteria, foreign bidders shall submit documents issued according to the legislation of the country of origin or submit documents equivalent to them or a written declaration.**

## Annex 10

### [Annex to be filled by the Economic Operator] D DECLARATION ON JUDICIAL STATE

Declaration of the economic operator participating in the procurement procedure to be held on \_\_\_\_\_ by the Contracting Authority \_\_\_\_\_ with the object \_\_\_\_\_ limit fund \_\_\_\_\_.

I, the undersigned, \_\_\_\_\_ in the capacity \_\_\_\_\_ of the economic operator \_\_\_\_\_ declare that :

Economic operator \_\_\_\_\_ is not convicted for criminal offenses, in line with article 45/1 of LPP,

Economic Operator \_\_\_\_\_ is not sentenced by an absolute court decision related to the professional activity o.

Date of submission of the declaration \_\_\_\_\_

Representative of the bidder  
Signature  
Seal



## Annex 11

[Annex to be filled by the Contracting Authority]  
**EVALUATION CRITERIA**

*Bids will be evaluated on the basis of the following criteria, and the winner will be considered the bidder who has more points based on the evaluation criteria..*

The Bid Evaluation Commission will evaluate the Technical and Financial Bids, based on the following criteria::

### **EVALUATION OF BIDS**

Evaluation criteria are as following::

<b>Nr.</b>	<b>Criteria</b>	<b>Results Max.</b>	<b>Border Quote Minimal / Qualified Results</b>
TC1	Project idea and operation plan and management of the transfer station	23	3
TC2	Assessment on environmental impact and social impact	14	2
TC3	Machinery and equipment to be used	17	
TC4	Deadline of Construction for Transfer Station (month )	6	
	<b>TOTALE TECHNIC CRITERIA</b>	<b>60</b>	
FC1	Economic Offers in ALL lek for 12 Years	36	
FC2	FEE Concessionaire %	4	
	<b>TOTALE FINANCIAL CRITERIA</b>	<b>40</b>	
	<b>TOTAL</b>	<b>100</b>	

## Technical Criteria

### **TC1 Project idea and operation plan and management of the transfer station - 23 points (pragmatic / crossing result - 3 points)**

Bidders will be assessed on the basis of the concept of the project presented and the set of ideas that generate the final form of the object and the spaces around it. Bidders must present a detailed description of the project, and the project will be evaluated on the basis of the relationship and interaction

### **TC2 Assessment on environmental impact and social impact - 14Pics (Pragmatic / Crossing Output - 2Pics)**

It will be assessed with maximum points the presentation of a mitigation measure monitoring plan regarding the impact that the transfer station will have on the environment (flora, fauna, land, water, air) as well as in the microclimate of the environment

Note: The information and issues to be addressed in the Environmental Impact Assessment report are described in the Law no. 10 440, dated 7.7.2011 "On the assessment of the impact on the environment". changed. However, in the EIA report, other issues identified during its fulfillment may also be addressed.



### **TC3 - Machinery and equipment to be used 17 points (minimum threshold / passing result - 3 points)**

Maximum points will be presented with the latest vehicle and equipment (production year) that will serve for the cleaning service. The minimum limit of passage is 2010 (for vehicle and equipment that will serve for cleaning service).

### **TC4: Deadline of Construction for Transfer Station - 6 points (Maximum time allowed 24 months)**

Maximum point will be the present for the shorter time of construction of the transmission station offered.

The formula for calculating this criterion will be:

$$TC4 = 6 \times C / C_u$$

Where:

TC 4 = Total bids for bidding

C = The shortest doused offer time

C<sub>u</sub> = Time of the next bid

### **TC: TECHNICAL RESULT - maximum 60 points**

$$TC = TC1 + TC2 + TC3$$

## **Financial Criteria**

FC1: Economic bid (Total value offered for the entire duration without VAT) 36 points

Result for the economic bid is calculated as following ::

$$FC = 36 \times C / C_u$$

FC = Total bids for bidding

C = lowest proposed bid price

C<sub>u</sub> = bid price of the next bid

Note: Financial bids higher than the project value foreseen in Section 2 of the tender documents will be disqualified.

FC2: Concession Fee (Value of the lowest concession fee offered 1%) 4 points

The result for the concession fee is calculated as following:

$$FC2 = 4 \times C_u / C$$

Where:

FC2 = Total Points for Concessionary Fees

C = the highest-rated fee C<sub>u</sub> = the next available fee

Note: Financial offers with a concession fee of less than 1% will be disqualified.

**FC: FINANCIAL RESULTS - maximum 40 points**

$$FC = FC1 + FC2$$

## **GENERAL ASSESSMENT**

$$\text{Total points} = TC + FC$$

## Annex 12

[Annex to be filled by the Foreign Economic Operator ]

### **SELF-DECLARATION OF FOREIGN BIDDERS**

For participation in the concession / ppp procedure of " \_ "

Date

For [Date]

[Name of bidder /Leading Member of Interim Union) declare and guarantee that on the date of this letter [Name of bidder /Leading Member of Interim Union] and each member of the Interim Union (if necessary)

- (a) have not been subject of bankruptcy or liquidation procedures;;
- (b) not convicted for criminal violation;
- (c) not convicted with an absolute court decision related to professional activity;
- (d) capital/assets are not subject of Bailiff Office or under burden;
- (e) has met all the fiscal obligations
- (f) has met all the fiscal obligations.

With respect

Signature of the Authorized Person

Name and Position of signatory

Name of Bidder/Head of Temporary Union

Address

(Annex to be fulfilled by the Contractor Authority)

**Works Preventives for Cleanings Services**

TITLE OF SERVICES	UNIT	VOLUME WORKS	VOLUME DAY	DAY WORKS /YEAR
<b>URBAN WASTE AND MARKETS</b> (Contentier 1.7 m3)	CARGO/DAY	<b>532</b>	<b>532</b>	365
<b>WASHES AND DISINFECTION OF CONTAINERS</b>	PIECES/ 30 days	<b>532</b>	18	365
<b>MAINTENANCE OF WASTE POINT OF SELECTION AND DISPATCHING DURING THE DAY AND COLLECTION OF CONSTRUCTION WASTE IN M3 (one time per 2 days )</b>		<b>287</b>	144	365
<b>Wiping and Cleaning of Street and SIDEWALKS WITH WINGS</b>	m2/day	<b>104,600</b>	104,600	365
<b>CLEANINGS OF STREETS WITH MACHINERY EVERY 7 D</b>	ml/day	<b>3,237</b>	3,237	305
<b>WASHINGS OF STREETS ONE TIME PER DAY</b> (calculated 10 month per year )	m2/day	<b>115,576</b>	115,576	305

THE FOLLOWING TABLE WILL BE SERVING AS PERFORMANCE INDICATORS FOR THE CONCLUSION DURING THE CONTRACT IMPLEMENTATION. PRESENTED VOLUMES AND WORKING DAYS AS FOLLOWED, THE APPLICATION OF THE CONSEQUENCES CONCERNING THE CARRIER CLEANING SERVICE DURING 1 YEAR. THIS OBLIGATION WILL BE APPLICABLE DURING ALL CONTRACT DURATION (12 YEARS)

Also, the authority requires the deployment of 532 containers, which will be purchased at the expense of the concessionaire. Containers must have the following data:  
WITH STRONG STRENGTH FOR EXTRAS RESISTANCE. AN EXPLORED OR RIGHT PROTECTION FOR SHUT WATERS. CENTRAL PEDAL STEERING SYSTEM. OTHER WARNINGS SHOULD BE LIFTED, ALWAYS, WITH A TOILET, TO THE PREVIOUS OR PARTIAL PARTS FOR MANUAL OPENING RANGE. BLUE WRAP LENGTH.



*[Annex to be filled by Contracting Authority]*

**STANDARD ANNOUNCEMENT FOR THE DISQUALIFIED BIDDER<sup>1</sup>**

[Location and date]

[Name and address of the Contracting Authority]

[Address of the bidder]

Honorable Mr./Mrs, <contact name>

Thank you for participating in the above-mentioned public procurement procedure. The Procedure carried out in line with Law No. 9643 dated 20.11.2006 “On Public Procurement” .

Your bid was carefully evaluated, in line with terms and requirements defined in the contract announcement and bid file. Unfortunately, we want to inform of your disqualification, because the bid submitted by you was refused due to the following reason (s) :

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If you believe that the Contracting Authority has violated the PPL and PPR during the public procurement procedure than you have the right to kick-off a review procedure, envisaged in Chapter VII of PPL.

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<sup>1</sup> This announcement shall be used in case of procurement procedures held in paper way.

Even though we could not make use of your services in this occasion, we believe you may be interested in our procurement initiatives in the future.

Respectfully

< **Name**

ANNEX 16

*[Annex to be filled by Contracting Authority]*

**WINNER ANNOUCEMENT FORM**

[Date\_\_\_\_\_]

For: *[Name and address of the winning bidder]*

Procurement Procedure :

Brief Description of the Contract :*[Quantity or scope and duration of the contract ]*

Previous Publications (if applicable ): Public Announcements Bulletin *[Date] [Number]*

Criteria for determination of the winner: lowest price d economically most favorable bid d

We inform that participating in this procedure were the following bidders with the respective bidding amounts :

1. \_\_\_\_\_  
*Full name of the company* *number of NUIS*

Amount \_\_\_\_\_  
*(in figures and letters)*

2. \_\_\_\_\_  
*Full name of the company* *number of NUIS*

Amount \_\_\_\_\_  
*(in figures and letters)*

Etc. \_\_\_\_\_

The following bidders were disqualified :

1. \_\_\_\_\_

Full name of the company

number of NUIS

2. \_\_\_\_\_

\_\_\_\_\_

Full name of the company

number of NUIS

Respectively for the following reasons :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* \* \*

Referring to the above-mentioned procedure, we inform *[Name and address of the winning]* that the submitted bid with a general amount of about *[respective amount expressed in letters and figures]*/total points *[\_\_\_\_\_]* has been identified as a successful bid.

As a result, you are pleased to submit to *[Name and address of the contracting authority and reference of the contact]* the guaranty of the contract as envisaged in tender documents within \_\_\_\_\_ days from the receiving/publication of this announcement

In case you do not agree with this request or withdraw from the signature of the contract, your bid guaranty will be seized (if required) and the contract will be accorded to the next bidder in the final classification, whose bid has been submitted with an amount of about *[respective amount expressed in letters and figures]*, as envisaged in article 58 of Law No. 9643 dated 20.11.2006 "On Public Procurement", changed.

The Announcement of the Classification has been carried out on -  
\_\_\_\_\_

Complaints : yes or no \_\_\_\_\_

(if any) have received a reply on \_\_\_\_\_

[Director of the Contracting Authority ]

**Annex 17**

**GENERAL TERMS AND CONDITIONS of the Contract**



## Annex 18

[Annex to be filled in by the Contracting Authority]

### SPECIAL TERMS

#### Service – Open Procedure

**Special terms of the Contract are drafted in line with the concrete object of the Contract. In case of incompatibilities between GTA and STA, the Special Terms of the Contract will prevail.**

#### Article 1 Definitions

1. Contracting Authority is \_\_\_\_\_
2. The Contractor is \_\_\_\_\_

#### Article 2 Guaranty of the Contract

1. Contract guaranty at the amount of *(10% of the bid value)* shall be offered by the Contractor to guaranty the execution of its obligations according to the Contract.
2. Guaranty of the Contract will issued or returned immediately to the Contractor according to the following form: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Article 3 Commencement of the Contract

1. Implementation of the Contract shall begin on \_\_\_\_\_. If not specified, implementation shall begin on the date that the Contractor signs the Contract Form.
2. **Contracting Authority reserves the right to review the works volumes, object of the contract, in case of any change in the policies of the Institution (Contracting Authority), regarding the cleaning service.**

#### **Article 4 Location of Services**

1. Services will be carried out at: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Article 5 Information to be provided by the Contracting Authority**

1. Within 15 days from receiving the guaranty of the contract, the Contracting Authority shall provide the Contractor with the following information and documents: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Article 6 Reporting Requests**

1. During the prolongation of the contract, the Contractor shall provide reports for the Contracting Authority according to the following form: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Article 7 Guaranty of Professional Responsibility**

1. Before the start of implementation of the Contract, the Contractor shall provide the Contracting Authority with evidence for the guaranty of professional responsibility with a minimal amount as following: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Article 8 Payment Terms**

1. Payment for Services shall be completed based on the following schedule \_\_\_\_\_  
\_\_\_\_\_
2. Every scheduled payment shall be made within \_\_\_\_\_ days from the signing of the payment contract or date of receiving a written request for payment, whatever the latter. In case of no information, the time limit will be 30 days. n

1. Payment currency will be \_\_\_\_\_. In case of no information, the payment will be in Albanian currency.

#### **Article 9 Preliminary Payment**

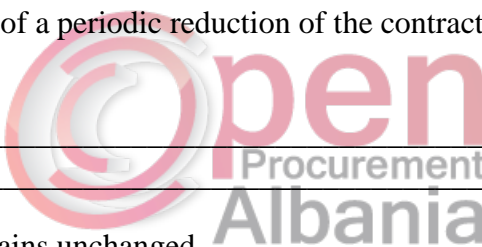
1. Preliminary payment percentage will be \_\_\_\_\_. In case of no information, the Contractor will not have a preliminary payment.
2. In case of the promise of a preliminary payment, the advance payment will be paid within \_\_\_\_\_ days from the contract guaranty.
3. In case of a preliminary payment, the amount will be removed from the payment to be paid to the Contractor according to the following formula: \_\_\_\_\_  
\_\_\_\_\_

#### **Article 10 Reduction of the Contract Guaranty**

10.1 In case of the inclusion of a periodic reduction of the contract's guaranty, it shall be carried out as following:

\_\_\_\_\_  
\_\_\_\_\_

If not filled, the guaranty remains unchanged.



## Annex 19

*[Letter with the Bank Logo / Insurance Company ]*

*[ Annex to be submitted by the Economic Operator*

### FORM OF THE CONTRACT GUARANTY

[Date \_\_\_\_\_]

For: *[Name and address of the Contracting Authority]*

In the name of: *[Name and address of the guaranteed bidder]*

Procurement Procedure: *[type of procedure ]*

Brief description of the Contract :*[object]*

Publication *(if applicable)*: Public Announcement Bulletin *[Date]* *[Number]*

Referring to the above-mentioned procedure, and with the condition that *[name of the winning bidder ]* has won the contract,

We do hereby certify that *[name of the winning bidder]* has paid a deposit at the (name, address of the bank/ *insurance company*) in an amount of about *[currency and value expressed in figures and letters]* as a condition for guaranty of the contract's execution, which will be signed by *[name of the contracting authority]*

We will take the responsibility to transfer into the account of *[name of the contracting authority]* amount of guaranty within 15 (fifteen) days from your simple, first written request without asking for explanations, with the condition that the request shall include the failure to meet the requirements of the Contract.

This Guaranty is valid until the full implementation of the Contract.



[Representative of the bank / insurances company]

Annex

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to be filled in by the Contracting Authority]

## SIGNATURE CONTRACT NOTICE FORM OF PUBLICATION

### Section 1 Contracting Authority

Name and address of the contracting authority \_\_\_\_\_

Name Address \_\_\_\_\_

Tel / Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Website on the Internet \_\_\_\_\_

Type of contracting authority and main activity or activities:

Central Institution

Indipendant Institution

The Governing Body Section

### 2 Object of the Contract

Type of Contracts Services

Short description of the job

1. Object of the agreement

2. Form of the Contract

3. Funding source 2.

3 Duration of the contract or time limit for execution:

Duration in months or days or starting with / / at the end of /

/ Section 3

Procedure 3.1

Type of Procedure:

more open or limited negotiation announcement preliminary

3.2 Number of bids submitted:

Number of irregular offers:

Section 4 Information

Out-Contract 4.1 Contract Number: \_ \_

Date of Contract / /

4.2 Name and address of the contractor Name Address Tel / Fax E-mail Internet address

4.3 Total Value (VAT excluded) coins

4.4 Additional information (if available)

Date of distribution of this notice

## Annex 21

### FORM OF THE COMPLAINT TO CONTRACTING AUTHORITY

*Complaint addressed to:*      *Contracting Authority*

#### **Section I. Identification of the Complainer**

*The Complainer may be a bidder or a potential bidder (e.g., as an individual, in partnership, in cooperation, in merge of companies).*

---

Full name of the complainer (Please type)

---

Address

---

City

---

State

---

Postal/Code Zip

---

Telephone No. (including also the zone  
prefix)

---

Fax (including the zone prefix)

---

E-mail

---

Name and position of the authorized position filling the complaint (please type)

---

Signature of the authorized official

---

Date (year/month/day)

---

Telephone No. (including the zone prefix)

---

Fax No. (including zone prefix)

## **Section II. Information on the Procedure**

### **1. Identification Number**

*Fill in the number of the contract in the contract's announcement or in the tender documents, including **type of procedure used** for the said procurement (e.g. Request for Proposal (RP), Open Procedure (OP), Limited Procedure (LP), Procedure with Negotiation (PN), Consultancy Service (CS), Designing Competition (DC)).*

### **2. Contracting Authority**

Name of the Contracting Authority administrating the procurement process.



### **3. Th calculated amount of the Procurement**

*Calculation of the contract's amount (sum expressed in figures and letters)*

---

### **4. Object of the Contract**

*Brief description of works/goods/services that are purchased*

**5. Final deadline for submission of the bid**

Final deadline for submission of the bid.

---

Date (year/month/day)

**6. Date of the Selection of Winning Contract**

---

Date (year/month/day) if applicable



**Section III. Description of the complaints**

**1. Legal Basis of the Complaint**

(write down the legal violation, based on decisions, acts, documents, etc.)

**2. Detailed Declaration of Facts and Arguments**

*Provide a detailed declaration of facts and arguments supporting your complaint. For each reason of complaint specify the date in which you were informed of the facts related to the reasons of filing the complaint. Mention also the respective sections of tender documents, in applicable. Use an extra sheet if necessary.*

### **3. List of Annexes**

*For a complaint to be considered, it should be complete. Attach a readable copy of all documents related to your complaint and a list of all these documents. The Documents must normally include **every published announcement of all tender documents, with all the changes and annexes, and your proposal**. Define what information is confidential, if any. Explain why this information is confidential or submit a version of the respective documents with the removed confidential parts and a summary of the content.*

Send the filled form of the complaint for procurement, all the necessary annexes and some additional copies to the **contracting authority**.

**Note:** For the complaints filed at the Public Procurement Commission shall be referred to the Complaint Form extracted from this Institution.

**No. Fax:**

**E-mail:**

**Signature and seal of the complainer**

[Supplement to be filled in by the Economic Operator]

## I PROCURITY FORM

Today on date, month, year ..... In front of me  
Notary / es

I / E signed / a. / Mrs  
in her / her quality

citizenship  
Passport Holder or Identification Document no. Released by\_

By date

Resident in

Name Mrs /Mr. in his / her quality, as:

(a) the undersigned and the undersigned, the competent authority of the competent authority of the institutions listed in the attached Schedule 1;

(b) provide a description of the instrument and description of the documentation listed in Schedule 1, and

(c) Carry out all necessary or additional actions in relation to matters determined by a document, including the signature and execution of any act required to comply with the documents listed in Schedule 1, or that such documents bring consequences.

And it is authorized to appoint other persons to exercise all or part of the membership defined in this Penalty