



CLARIFICATION MEETING AND SITE VISIT

Project title

“Procurement of solar collectors and steel construction and assembling of technological equipment”

Publication reference

1298/City of Pancevo/125824/31.12.2015./TD-05

Date/Time

8th September 2016, 10:00h

Venue

**City Hall of the City of Pancevo, Trg kralja Petra I 2-4, Pancevo (Serbia)
Heating plant Kotez**

AGENDA

10:00 - 10:20	REGISTRATION
10:20 - 10:30	Opening of the meeting and welcome words – Contracting Authority’s representatives: Ms Sandra Bozic, Director of PU “Grejanje” Pancevo, Project manager
10:30 - 10:50	Welcome words, project presentation and answering questions – Contracting Authority’s representatives: Mr Zoran Bozanic, Technical director of PU “Grejanje” Pancevo, Technical manager
11:00 - 11:45	Visit to the location at Heating plant Kotez
11:45 - 12:00	Issuing of Certificates of attendance
12:00	Closing of the Site Visit



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Minutes of the Clarification Meeting and Site Visit

On behalf of the Contracting Authority (City of Pancevo), Ms Sandra Bozic, Director of PU “Grejanje” Pancevo, Project manager welcomed the participants and presented the overall context of project implementation. Participants were informed that all the important dates related to the tender can be found in the respective tender dossier. The tenderers were informed that any questions related to the tender must be sent in writing, in accordance with the provisions of the tender dossier. It was confirmed that all requested clarifications (all received questions and their answers) will be published as indicated in the tender dossier and contract notice. Tenderers were informed that the certificates of attendance will be issued at the end of the information meeting and site visit to all presented companies. It was underlined that according to the tender dossier, the submitted tender must comprise the certificate of attendance.

The participants have been asked whether they have found the technical requirements discriminatory. No objection was declared.

Mr Zoran Bozanic, Technical director of PU “Grejanje” Pancevo, Technical manager presented the technical data of the main design and solar collector system, as well as underlined its importance for the decrease of consumption of natural gas and emission of CO₂.

After completing the presentation, the opportunity for questions was open.

Question:

Regarding the deadline, whether the weather conditions could postpone the implementation period?

Ms Sandra Bozic:

No, the delay is not allowed.

Question:

Except the published documentation, are there other documents? Namely, is there other requirement related to SCADA, some algorithm which define the SCADA? Furthermore, there are some cabinets for frequency regulators, but there is not define which type or other characteristics.

Mr. Zoran Bozanic:

The frequency regulators will control frequency of the pumps. There is pumps specification. Consequently, the offered frequency regulators must be in line with pumps. Regarding the SCADA, there are not specific requirements. The hardware which will be offered must achieved requirements stipulated by the technology and technology scheme. The software should be able to support hardware and entire solar system.

Since no more questions had been posed, the participants moved to the Heating plant “Kotez”. Under the guidance of Mr Zoran Bozanic, the project site was inspected by the participants as planned. Mr Zoran Bozanic presented current on-site situation.

During the on-site inspection, the participants had opportunity to pose the questions.



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Question:

Will the cleaning be performed or the ground will be levelled, as well?

Mr Zoran Bozanic:

The land will be prepared adequately.

Question:

Who is the owner of the plot?

Mr Zoran Bozanic:

City of Pancevo.

Question:

Will permits be in line with legislative requirements?

Mr Zoran Bozanic:

Yes

Question:

It means that the tenderer has no obligation related to permits?

Mr Zoran Bozanic:

The tenderer has no obligation related to permits.

Question:

Building electricity?

Mr Zoran Bozanic:

The electricity will be supplied from Heating plant.

The site visit concluded with issuing of Certificates of Attendance to the representatives of companies that attended the meeting. In total, 14 (fourteen) companies registered at the meeting and the site visit (the Attendance list is annexed to the Minutes).

The site visit was closed at 12:00 hours.