



Tender ID Re: **Surveillance, Intruder and Fire Alarms Solutions (T0073 – 04/10)**

Publication Dates: 28th, 29th, and 30th April 2010.

Closing Date: 11th May 2010 at 13:00 hours.

Object of Contract: Purchase and Service Agreement.

Contracting Authority: Raiffeisen Bank Kosovo J.S.C. (RBKO)

1. Summary Statement:

- Raiffeisen Bank Kosovo is seeking a Professional contractor to supply us with Surveillance, Intruder and Fire Alarms Solutions.
- Please draft and submit your offer in accordance to requirements as set below.
- All bids must be presented in Euros exclusive and inclusive of VAT, in case that prices are not specified, Raiffiesen Bank will consider that the price includes VAT

2. Financial Bid Requirements:

- Interested parties should obtain more detailed tender specifications personally in Premises General Services and Procurment department, Mother Teresa street, No 52, Prishtine, starting from 28 April 2010 (Please bring with you an identification document and information about your business)

3. General / Other Requirements:

3.1 Offers must provide the following additional information:

- Submitted in English Language.
- Company's Full Address and Contact Details must be provided.
- Company's Bank Account Details must be provided.
- Offer Number must be provided.
- Offer Date must be provided.
- Offer Validity must be provided. (Validity of the offer should be at least 90 days).
 - Offer must be Signed, and Stamped by the company's Authorized Director.
 - Warranty period (minimum 1 year)
 - Delivery period



3.2 Supplementary documentation must be enclosed to support the offer:

- Business Registration Certificate (copy) must be enclosed.
- Fiscal number certificate (copy) must be enclosed.
- VAT Registration Certificate (copy) must be enclosed.
- Manufacturers Authorizations Form relating to the offered products.
- Certification conform CP-01 standard
- Fire License
- Two references issued from reputable institutions, confirming that the bidder has provided similar services or performed similar tasks satisfactorily, in relation to our requirements set on this document.(not older than 3 years)

4. Tender Terms and Conditions:

4.1 Documents must be placed in a sealed envelope and either posted by recorded delivery, or handed in to the Reception Desk at Raiffeisen Bank J.S.C, for attention of Legal Department, 51 UCK Street, 10000 Pristine, Kosovo. We cannot accept any responsibility for damage, loss or non-receipt of the envelopes. Tender ID Reference must be written on the right hand corner of the envelope.

4.2 Offer submission deadline is 11th May 2010 at 13:00 hours precisely.

4.3 We reserve the rights to make amendments to the specifications, cancel this tender, re-invite the individual participants to resubmit their bid, disqualify a single bidder without giving notice or reasons.

4.4 We reserve the rights to disregard / not enter into any type of correspondence with any bidding party at any time throughout the process.

4.5 Offers which are non compliant with requirements set on this document, may be disqualified from the selection process.

4.6 Selection Criteria for this tender are based on Tender Committee's / Management Board's decision.