



Tender ID Re: **Re -Tender Fuel and Water of Windows for Vehicle (T0080 R - 06/10)**

Publication Dates: 16th, 17th and 18th July 2010

Closing Date: 20th July 2010 at 16:00 hours.

Object of Contract: Purchase 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 Fuel and Water of Windows for Vehicle
- 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:

- Please submit financial bid as per requirements and specifications listed on ANEX 1, of this document.

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.
- Delivery time



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.
- Company organogram
- Copy of identification document (ID Card, Passport or driving license) of the company owner
- Manufacturers Authorizations Form relating to the offered products.
- 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 and Compliance 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 20th July 2010 at 16:00 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.