

**COUNCIL OF EUROPE DEVELOPMENT BANK**

**CALL FOR TENDERS**

**MAY 2014**

**BiH State Prison Project F/P 1688 (2009)**

**TECHNICAL ASSISTANCE IN CONSTRUCTION MANAGEMENT OF THE BIH STATE PRISON,  
BOSNIA AND HERZEGOVINA**

**DEADLINE FOR SUBMISSION OF OFFERS: 17 June 2014, NOON.**

## 1. Assignment

Council of Europe Development Bank (CEB) is issuing a call for tenders to provide assistance to the PIU of the project "Construction of a High Security State Prison in Bosnia and Herzegovina".

### **Background**

Project intends to co-finance the construction of the country's first high security state prison, and render it operational and sustainable. The construction phase is envisioned to commence in 2H2014 and last about eighteen months. The prison will serve the needs of the already operational Court of Bosnia and Herzegovina.

Prison capacity will be 348 cells, accounting for about 8% of the country's prisoner population based on single cell occupancy. 298 cells are allotted for present convicts serving their sentences in entity prisons and elsewhere in Europe, and the future convicts. Fifty cells are allotted detainees. Common facilities would allow up to 516 prisoners, if some cells are converted to double-occupancy.

The site for the prison is situated in the Istocna Ilidza Municipality, 11 km south from the center of Sarajevo and the State Court, in close proximity of the Sarajevo Airport. The parcel, acquired by the Ministry of Justice, has 185,500 sqm. The compound will have about 30,000 sqm in building floor space.

Prison design is based on the European Prison Rules (EPR) arising from the Council of Europe Committee of Ministers Recommendation Rec(2006)2 to Member States, and the European best practices, which will be met in the following ways, among others: (a) compound-wide average space per prisoner of 60 sqm/prisoner; (b) cell net floor area of 12 sqm, including sanitary facilities; (c) individual cells for detainees and for convicts if demanded or required based on security risk; (d) option to take meals in cells or common areas; (e) common areas for exercise, education, work and other prisoner programs; (f) primary health care; and, (g) adequate facilities and training for the staff.

Project implementation unit (PIU) is set up in the Ministry of Justice for the sole purpose of implementing the Project. Its work is supervised by a five-member Management Board headed by a senior Ministry of Justice official. PIU received extensive support in project preparation focused on project planning, design and tender documentation from WYG International consultants; financed by the EU WBIF facility. PIU was also assisted by two CEB-engaged consultants in the transition phase from WYG, and later in the procurement phase.

Procurement of Tender for Works and Supervision has been completed, with expected contracting in 1H2014. Technical assistance envisioned under this contract is expected to commence in September 2014.

Total eligible cost for the Project, based on CEB practices, is EUR 39.6 million. The main construction works and supervision are estimated to cost EUR 28 million and EUR 600,000, respectively.

The Project should significantly improve the organization and functioning of BiH's administrative and public services by expanding its prisoner care capacity, and by implementing the higher EPR recommendations in prison construction and prisoner care in a transition country for the first time, with a likely bellwether effect for the region that faces the same shortages and prisoner care problems. Moreover, it would reinforce the importance of the objective to have the judicial public services properly equipped to carry out their mandate in the crime segments crucial for promoting reconciliation and stability in a post-war region.

## Assignment description

### Lead technical assistance provider (LTAP):

The selected LTAP will assist the Project Implementation Unit (PIU) in all aspects of implementation. He/she will be attached to the PIU and will provide technical assistance to the Director of the PIU in all aspects of implementation during the construction phase of the State Prison, including, but not limited to, documentation advice and support, procurement, claims, organization, ongoing value and risk management, planning, programming, technical evaluation and compliance checking. LTAP will be available to the PIU Director on average about five days per month on site, and additional one day from remote office.

PIU will provide office support services to the LTAP when on site.

Director of the PIU reports to the Management and Supervisory Boards for the Project under the auspices of the Ministry of Justice. PIU Director also reports to CEB, based on the provisions of the Framework Financing Loan Agreement between BiH and CEB, as well as to several grant providers for the Project, organized in the Steering Committee, as an advisory body.

The LTAP will be employed by a construction consultancy enterprise which will have in its employ, or available to it, other equivalent professionals who could replace the specific LTAP due to unforeseen events or if needed for others reasons, after PIU and CEB approval.

### Contingency Services:

The LTAP may be required from time to time to identify and engage, under the terms of this contract, short term experts (STEs), with specific field of knowledge, such as procurement, claims resolution, geothermal energy savings solutions, photo-voltaic energy solutions, environment, and others that may arise during the implementation phase. STEs should be the staff of or hired through the same advisory and/or a construction consultancy enterprise as the LTAP, and will be billed separately at a daily rate to be agreed. The participation of short term experts must be approved by CEB and the PIU Director prior to their engagement.

**Budget** Maximum total budget for the assignment is EUR 180,000, of which EUR 90,000 is envisioned for the LTAP for the first twelve months; EUR 30,000 for the possible second twelve months if needed, and after PIU and CEB approval; and, EUR 60,000 for possible STEs and possible extra days of the LTAP if needed, and after PIU and CEB approval.

**Duration** The term of engagement is 12 months, commencing in September 2014. The engagement may be extended for an additional period in the range of 12 months, at the discretion of CEB.

## 2. Provisional timetable

	<b>TIME*</b>
<b>Publication Date</b>	10 May 2014
<b>Deadline for request for any clarifications from the CEB</b>	26 May 2014 Midnight
<b>Last date on which clarifications are issued by the CEB</b>	2 June 2014
<b>Deadline for submission of tenders</b>	17 June 2014 Noon
<b>Completion date for evaluation of offers</b>	30 June 2014
<b>Notification of award</b>	7 July 2014
<b>Contract signature</b>	17 July 2014

\* All times are in the time zone of Paris, France

#### 4. Pre-qualification criteria

PQQ Evaluation Criteria	PQQ Sub-Criteria	Weighting	PQQ Cross Reference
Economic and Financial Capacity Staff Resources	Turnover	Minimum 400 000 EUR/year in 2011, 2012 and 2013	Section 3
	Staff numbers	Minimum 4 permanent staff	Section 4
Experience	Projects in the fields related to this contract	Minimum 5 projects equal or bigger to 250 000 EUR in fields of management of construction or construction of buildings and facilities such as hospitals, prisons, or similar in the last 8 years.	Section 5

#### 5. How to obtain the tender documentation?

Companies interested in this tender should write to the Procurement Department of the CEB by email to the address [procurement@coebank.org](mailto:procurement@coebank.org) before the 19 May 2014, 17.00 hours indicating in the subject of the email the reference to the publication of this call for tenders. The CEB Procurement Department will then forward the tender package including Terms of Reference, Instructions to Tenderers and all necessary forms.

#### 6. Content of the offer

The Applicant (in case of a joint application, each consortium member) shall provide the Statement of Integrity (Enclosure 3) duly completed and signed.

The Applicant shall complete the Pre-Qualification Questionnaire (Annex 3) and submit it, together with any requested supporting information in a sealed envelope marked *PRE-QUALIFICATION QUESTIONNAIRE*.

The applicant shall submit and offer according to the enclosed template (Annex 3) and submit it in a sealed envelope marked *TECHNICAL OFFER*.

The applicant shall submit a financial offer with its best price according to the enclosed template (Enclosure 1b) in a sealed envelope marked *FINANCIAL OFFER*.

All documents shall be in English.

#### 7. Additional information, questions before the deadline.

No additional information will be provided. Any potential bidders that would like to ask questions about this tender should do it in writing by email to [procurement@coebank.org](mailto:procurement@coebank.org), indicating in the subject of their message "*TECHNICAL ASSISTANCE IN CONSTRUCTION MANAGEMENT OF THE BIH STATE PRISON, BOSNIA AND HERZEGOVINA*".

Any questions related to this tender should arrive by the 26 May 2014, midnight. Questions that arrive later than this will not be answered.

CEB will provide answers to the questions at the latest by 2 June 2014, by publishing updates to this notice in the procurement section of the website of CEB ([www.coebank.org](http://www.coebank.org)).

#### 8. Acceptance and rejection of bids

CEB reserves the right to accept or reject non-substantive defects that might affect bids. CEB will reject expressions of interest received after the submission deadline, without any penalty or

justification.

### **9. Modification or cancellation of the tender**

CEB reserves the right to modify or cancel, at any time, all or part of this tender as necessary, without having to justify its action or incurring any liability to potential bidders.

### **10. Presentation and submission conditions**

Tenders shall be submitted in three sealed envelopes, as explained in point 6, before the submission deadline.

The date of reception by CEB shall serve as evidence in this respect. The inner-envelope shall be marked: "Not to be opened by the mail service" while the outer-envelope shall be marked "Procurement Department - Tender for TECHNICAL ASSISTANCE IN CONSTRUCTION MANAGEMENT OF THE BIH STATE PRISON, BOSNIA AND HERZEGOVINA", and be sent to the following address:

**Council of Europe Development Bank  
Procurement Department  
34 rue Boissiere  
75116 Paris - France**

Tenders that arrive after the submission deadline, 17 June 2014, noon, shall be rejected and re-directed unopened to the Sender.