



**REPUBLIC OF ALBANIA
PUBLIC PROCUREMENT AGENCY**

STANDARD DOCUMENTS OF OPEN PROCEDURE SERVICES

Subject: "Food service and food distribution for the military structures of the Armed Forces", divided into 21 (twenty-one) Lots."

FRAMEWORK AGREEMENT

Term of the Framework Agreement: **2 (two) years.**

Limit Fund of the Framework Agreement: **906,697,983** (nine hundred and six million six hundred and ninety-seven thousand and nine hundred and eighty-three) ALL without VAT.

I. CONTRACT NOTICE

Session 1. Contracting Authority

1.1 Name and address of the contracting authority

Name: Central Purchasing Agency
Address: Skanderbeg Square No.3, Ministry of Interior, Tirana, Albania.
Tel/Fax: ++355 42 256 796
E-mail: Flutura.Cekrezi@mb.gov.al
Website: www.abp.gov.al
Responsible person: Mrs. Flutura ÇEKREZI

1.2 Type of contracting authority:

Central Institution	Independent institution
X	
Local government unit	Other

1.3 Contract under a special agreement between Albanian and another state

Yes	No	X
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Section 2. Object of the contract

2.1 Procedure reference number: REF-58409-05-18-2020

Lot reference number 1: REF-58411-05-18-2020
Lot reference number 2: REF-58413-05-18-2020
Lot reference number 3: REF-58415-05-18-2020
Lot reference number 4: REF-58417-05-18-2020
Lot reference number 5: REF-58419-05-18-2020
Lot reference number 6: REF-58421-05-18-2020
Lot reference number 7: REF-58423-05-18-2020
Lot reference number 8: REF-58425-05-18-2020
Lot reference number 9: REF-58427-05-18-2020
Lot reference number 10: REF-58429-05-18-2020
Lot reference number 11: REF-58431-05-18-2020
Lot reference number 12: REF-58433-05-18-2020
Lot reference number 13: REF-58435-05-18-2020
Lot reference number 14: REF-58437-05-18-2020
Lot reference number 15: REF-58439-05-18-2020

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Lot reference number 16: REF-58441-05-18-2020

Lot reference number 17: REF-58443-05-18-2020

Lot reference number 18: REF-58445-05-18-2020

Lot reference number 19: REF-58447-05-18-2020

Lot reference number 20: REF-58449-05-18-2020

Lot reference number 21: REF-58451-05-18-2020

2.2 Type of “Public Contracts for Services”

Projection Contest

Consultancy Services

Other Services

X

2.3 Contract based on Framework Agreement

Yes

X

No

2. 4 Type of Framework Agreement

With one Economic Operator

X

With several Economic Operators

All terms are defined

Yes **X**

No

In the Framework Agreement with 1 Economic Operator, when all conditions are specified, provide reasons for selecting this type of Framework Agreement:

- ~ Pursuant to Article 35/1 of Law no. 9643, dated 20.11.2006 “On Public Procurement” (as amended), Article 43 (Purpose) of DCM No. 914 dated 29.12.2014 “Public Procurement Rules” (as amended), states: *framework agreement it is suitable for goods and services commonly used of a recurring nature and / or when it is difficult or impossible to determine in advance the volumes to be procured and there is no assurance the time of submission / execution and of the execution of contracts.* " In the present case the above procurement requirement is a continuous service and given its nature, it is impossible to accurately predict required quantities of cooked food rations throughout the required service life.
- ~ In point 5 of Public Procurement Agency Instruction no. 08, dated 20.02.2018 “On the charge of Concentrated Purchasing Agency for the performance of public procurement procedures, on behalf and the account of the Prime Minister, Ministries and subordinate institutions, for certain goods and services”.

2.5 Number of economic operators with which the Framework Agreement will conclude:

1 (one) for each Lot (Here the maximum number of economic operators to be bound by the Framework Agreement must be determined).

2.6	The terms to be followed in case of reopening of the bidding process and/or potential use of electronic bidding	<p>There will be no reopening of the competition. The contracts will be concluded as per the requirements of the Contracting Authority set out in point 2.7 of the TSDs with the successful economic operator.</p> <p>The Contracting Authority as specified in clause 2.7 of the TSD shall do the award of contracts.</p> <p>The framework agreement will be implemented by sending invitations to tender to the economic operators party to the agreement.</p> <p>In the event of the concrete need to enter into a contract within the framework agreement, the contracting authority must send the “invitation” to the contractor, specifying the list of relevant quantities.</p> <p>The contracting authority shall request the winning economic operator to submit it’s tender.</p> <p>Communication between the contracting authority and the economic operator shall be in writing or electronically (email, fax, etc.) and shall in any case be documented and made part of the procedure file.</p> <p>The services provided and requested are solely guidance and DO NOT condition the Contracting Authority to do so.</p> <p>The Contracting Authority has the right to request less or more services than those provided. (But in any case within the estimated value of the Framework Agreement).</p> <p>The Contractor shall not be entitled to compensation and shall not be allowed to make changes to the unit prices, for example if the Contracting Authority decides to require less or more services than specified and / or the contracting authority decides not to require any of these services for certain items.</p> <p>Unit prices are set out in the Bid Price Form.</p> <p>Unit prices must be fixed and shall not be subject to changes for orders placed in this framework agreement.</p>
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2.7 Contracting Authority / Contracting Authorities, which will conclude the framework

agreement:

Central Purchasing Authority, Agency of Concentrated Purchases in the name and on behalf of the contracting authority, Support Command at the General Staff of the Armed Forces of the Republic of Albania, Tirana.

2.8 Brief description of the framework agreement:

1. The general fund of the framework agreement: 906,697,983 (nine hundred and six million and six hundred and ninety seven thousand nine hundred and eighty-three) ALL without VAT;
2. Source of Financing: State Budget;
3. Object of the framework agreement: "Food service and food distribution for the military structures of the Armed Forces ", divided into 21 (twenty-one) Lots.

2.9 Duration of the contract or time limit for execution:

Starting from the date of conclusion of the contract / contracts with completion until the fulfillment of the needs of the contracting authorities, according to the framework agreement, for each lot.

2.9.1 Duration of the Framework Agreement

24 (twenty four) months from the signing of the framework agreement
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2.10 Place of performance of services, object of contract / framework agreement:

In the premises of the Support Command, Tirana as well as in all the addresses of the Military Departments included in all the lots of this procurement procedure defined in Annex 11: (Services and Graph of execution).

2.11 Division into Lots:

Yes	X	No
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If yes,

2.12 Short description of lots

(The object and limit fund of the lot)

- **Lot 1** "Food service and food distribution for the Military Department no. **6620 (Military Police)**", with funding of the framework agreement: 19,202,159 (nineteen million two hundred and two thousand one hundred and fifty nine) ALL (excluding VAT);
- **Lot 2** "Food service and food distribution for the **Military Unit No. 6630 (Support Battalion)** ", with funding from the framework agreement: 11,471,488 (eleven million four hundred and seventy one thousand four hundred and eighty eight) ALL (without VAT);
- **Lot 3** "Food service and food distribution for the **Military Department no. 6640 (ASNI)**", with the fund of the framework agreement: 18,115,520 (eighteen million one hundred one hundred

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and fifteen thousand five hundred and twenty) ALL (excluding VAT);

- **Lot 4 "Food service and food distribution for Military Departments No. 1001, 1002, 1003, 1004 and 1020 (Land Forces)"**, with funding from the framework agreement: 133,026,786 (one hundred thirty three million twenty eight thousand six thousand seven hundred) eighty-six) ALL (excluding VAT);

- **Lot 5 "Food service and food distribution for the Military Unit No. 1010 (Land Forces)"**, with funding of the framework agreement: 49,993,994 (forty nine million nine hundred and ninety three thousand nine hundred and ninety four) ALL (without VAT);

- **Lot 6 "Food service and food distribution for the Military Unit No. 1030 (Land Forces)"**, with funding from the framework agreement: 103,109,842 (one hundred and three million one hundred nine thousand four hundred and forty two) ALL (excluding VAT);

- **Lot 7 "Food service and food distribution for Military Departments No. 1040, 1050 (Land Forces)"**, with funding from the framework agreement: 127,325,733 (one hundred and twenty seven million three hundred twenty five thousand seven hundred and thirty three) ALL (excluding VAT);

- **Lot 8 "Food service and food distribution for the Military Unit No. 1060 (Land Forces)"**, with funding from the framework agreement: 133,026,786 (one hundred and thirty three million twenty-six thousand seven hundred and eighty-six) ALL (without VAT);

- **Lot 9 "Food service and food distribution for the Military Departments of the Pashaliman, Vlora"**, with funding from the framework agreement: 58,171,982 (fifty eight million one hundred one hundred seventy one thousand nine hundred eighty two) ALL VAT);

- **Lot 10 "Food service and food distribution for the Military Departments of the Navy - Plepa, Durrës"**, with funding from the framework agreement: 32,924,614 (thirty two million nine hundred and twenty four thousand six hundred and fourteen) ALL (excluding VAT);

- **Lot 11 "Food service and food distribution for Military Departments No. 3001, 3002, 3003 (Air Force)"**, with funding from the framework agreement: 4,599,111 (four million five hundred ninety nine thousand one hundred and eleven) ALL (without VAT);

- **Lot 12 "Food Cooking and Distribution Service for Military Departments No. 3004, 3005, (Air Force)"**, with funding from the framework agreement: 4,395,184 (four million three hundred and ninety five thousand one hundred and eighty four) ALL (without VAT);

- **Lot 13 "Food service and food distribution for the Military Unit no. 3006 (Air Force)"**, with funding from the framework agreement: 15,874,782 (fifteen million eight hundred and seventy four thousand seven hundred and eighty two) ALL (without VAT) ;

- **Lot 14 "Food service and food distribution for Military Departments no. 4001, 4002, 4003, 4006, 4007, 4009, 40025, 4025, 4040, 4030" (Support Command) "**, with funding of the framework agreement: 34,865,364 (thirty four million eight hundred and sixty five thousand three hundred and sixty four) ALL (excluding VAT);

- **Lot 15 "Food service and food distribution for the Military Department no. 4030 Korça (Support Command)"**, with funding of the framework agreement: 3,270,306 (three million two hundred and seventy thousand three hundred and six) ALL (excluding VAT);

- **Lot 16 "Food service and food distribution for the Military Unit no. 4030 Gjirokastra (Support Command)"**, with funding of the framework agreement: 2,507,009 (two million five hundred and seven thousand and nine) ALL (excluding VAT);

- **Lot 17 "Food service and food distribution for the Military Unit no. 4030 Burrel (Support**

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Command)", with funding from the framework agreement: 3,969,688 (three million nine hundred and sixty nine thousand six hundred and eighty eight) ALL (excluding VAT);

- **Lot 18** "Food service and food distribution for the **Military Unit no. 4030 Kukës (Support Command)",** with funding of the framework agreement: 3,969,688 (three million nine hundred and sixty nine thousand six hundred and eighty eight) ALL (excluding VAT);

- **Lot 19** "Food service and food distribution for the **Military Department no. 5008 (Doctrine and Training Command)",** with funding of the framework agreement: 47,210,488 (forty seven million two hundred and ten thousand four hundred and eighty eight) ALL (excluding VAT);

- **Lot 20** " Food service and food distribution for the **Military Department no. 5009 (Doctrine and Training Command)",** with the framework agreement framework: 23,664,350 (forty seven million two hundred and ten thousand four hundred and eighty eight) Lekë (without tvsh);

- **Lot 21** " Food service and food distribution for the **Military Department no. 5010 (Doctrine and Training Command)",** with funding of the framework agreement: 76,003,109 (seventy six million three thousand one hundred and nine) Lekë (excluding VAT);

A Bidder may apply for a lot, some lots, and all lots. For each lot, a special offer presented.

2.13 Options:

Number of possible renovations (if any):

Or: from to

2.14 Variants will be accepted:

Yes	No	X
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2.14.1 Subcontracting will be accepted:

Yes	No	X
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If subcontracting is allowed, specify the percentage allowed for subcontracting: _____

The contracting authority shall make direct payments to the subcontractor:

Yes	No	X
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Other notes

2.15. During the procurement process in the field of Information and Communication Technology (ICT), standards have been used by the National Agency for Information Society:

Yes No **X**

2:16.During the procurement process in the field of Information and Communication Technology (ICT), where standards are not applicable, prior approval has been obtained from the National Information Society Agency:

Yes No **X**

Section 3 Legal, Economic, Financial and Technical Information

3.1 Acceptance Criteria as accordi ng to Annex 8

3.2 Bid Security¹: 2% of the Limit Fund (applicable in the case of procurement procedures with a value higher than the upper limit of money, if required by the contracting authority) The Economic Operator shall submit a Bid Security Form, when requested, **as per Annex 3. Value. The bid security required is 18,133,960 (eighteen million one hundred and thirty three thousand nine hundred and sixty) ALL.**

In the cases of LOT submission, the bid security value, when required, for each LOT is as follows:

Lot 1: 384,043 ALL;
Lot 2: 229,430 ALL;
Lot 3: 362,310 ALL;
Lot 4: 2,660,536 ALL;
Lot 5: 999,880 ALL;
Lot 6: 2,062,197 ALL;
Lot 7: 2,546,515 ALL;
Lot 8: 2,660,536 ALL;
Lot 9: 1,163,440 ALL;
Lot 10: 658,492 ALL;
Lot 11: 91,982 ALL;
Lot 12: 87,904 ALL;
Lot 13: 317,496 ALL;
Lot 14: 697,307 ALL;
Lot 15: 65,406 ALL;
Lot 16: 50,140 ALL;
Lot 17: 79,394 ALL;
Lot 18: 79,394 ALL;
Lot 19: 944,210 ALL;

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Lot 20: 473,287 ALL;
Lot 21: 1,520,062 ALL;

Section 4 Procedure

4.1 Type of procedure: Open above the monetary threshold

Repeated procurement procedure

Yes

No

X

If it is a re-announced procedure, fill in the identification data of the canceled procedure:

a) Reference number in the electronic procurement system of the canceled procurement procedure

b) Object of the procurement procedure of the canceled procurement procedure

c) Limited fund of canceled procurement procedure

4.2 Selection Criteria for the Winner:

A) Lowest price X (for each lot)

Or

B) the most economically advantageous offer

Regarding the importance: Price point

etc. points

The Contracting Authority shall specify the points for each set of assessment criteria.

4.3 Time limit for receipt of tenders or requests to participate:

Date: **06.07.2020** Time: **11:00**

Venue: www.app.gov.al

When the offer is required to be submitted by electronic means, economic operators must submit the offer electronically on the PPA official website, www.app.gov.al

4.4 Timetable for the opening of tenders or requests to participate:

Date: **06.07.2020** Time: **11:00**

Venue: Central Purchasing Agency in Ministry of Interior, Tirana.

Information on bids submitted by electronic means shall be communicated to all those Economic Operators who have submitted bids, upon their request.

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4.5 Bid validity period: 180 (*expressed in the day*)

4.6 Language (s) for the compilation of tenders or requests to participate:

Albanian	X	English	X
Other	_____		

Section 5 Additional information

5.1 Payable Documents (applicable only to procedures not conducted by electronic means):

	Yes	No	X
<i>If yes</i>			
Currency	_____	Price	_____

This price covers the actual costs of copying and distributing DT to Economic Operators. Interested economic operators have the right to control DT before their purchase.

5.2 Additional information (place, office, ways for withdrawal of tender documents)

Date of distribution of this notice: **19.05.2020**

Contract Notice to be completed by the Contracting Authority, which will be published in the Bulletin of Public Notifications

1. Name and address of the contracting authority

Name: Central Purchasing Agency
Address: Skanderbeg Square No.3, Ministry of Interior, Tirana, Albania.
Tel/Fax: ++355 42 256 796
E-mail: Flutura.Cekrezi@mb.gov.al
Website: www.abp.gov.al
Responsible person: Mrs. Flutura ÇEKREZI

2. Type of procurement procedure: Open procedure above the high monetary threshold, through the framework agreement with some economic operators, where all the conditions are defined, with the term of the framework agreement 2 (two) years.”

3. Object of the contract: “Food service and food distribution for the military structures of the Armed Forces ", divided into 21 (twenty-one) Lots as above”

- **Lot 1** "Food service and food distribution for the **Military Department no. 6620 (Military Police)**";
- **Lot 2** “Food service and food distribution for the **Military Department no. 6630 (Support Battalion)**;
- **Lot 3** "Food service and food distribution for the **Military Department no. 6640 (ASNI)**";
- **Lot 4** " Food service and food distribution for **Military Departments No. 1001, 1002, 1003, 1004 and 1020 (Land Forces)**";
- **Lot 5** "Food service and food distribution for the **Military Department no. 1010 (Land Forces)**";
- **Lot 6** " Food service and food distribution for the **Military Department no. 1030 (Land Forces)**";
- **Lot 7** " Food service and food distribution for **Military Departments No. 1040, 1050 (Land Forces)**";
- **Lot 8** "Food service and food distribution for the **Military Department no. 1060 (Land Forces)**";
- **Lot 9** " Food service and food distribution for the **Military Departments of the Navy - Pashaliman, Vlora**";
- **Lot 10** "Food service and food distributionfor the **Military Departments of the Naval Force - Plapa, Durrës**";
- **Lot 11** "Food service and food distributionfor **Military Departments No. 3001, 3002, 3003 (Air Force)**";
- **Lot 12** "Food service and food distributionfor **Military Departments No. 3004, 3005, (Air Force)**";
- **Lot 13** "Food service and food distributionfor the **Military Department no. 3006 (Air Force)**";
- **Lot 14** "Food service and food distributionfor **Military Departments no. 4001, 4002, 4003, 4006, 4007, 4009, 4025, 4040, 4030 (Support Command)**;
- **Lot 15** "Food service and food distributionfor the **Military Department no. 4030 Korça (Support Command)**";
- **Lot 16** "Food service and food distribution for the **Military Department no. 4030 Gjirokastra (Support Command)**";
- **Lot 17** "Food service and food distribution for the **Military Department no. 4030 Burrel (Support Command)**";
- **Lot 18** "Food service and food distribution for the **Military Department no. 4030 Kukës (Support**

Command)";

- **Lot 19** "Food service and food distributionfor the **Military Department no. 5008 (Doctrine and Training Command)";**
- **Lot 20** "Food service and food distributionfor the **Military Department no. 5009 (Doctrine and Training Command)";**
- **Lot 21** "Food service and food distribution for the **Military Department no. 5010 (Doctrine and Training Command)";**

4. Procedure reference number REF-58409-05-18-2020

- Lot reference number 1: REF-58411-05-18-2020
- Lot reference number 2; REF-58413-05-18-2020
- Lot reference number 3: REF-58415-05-18-2020
- Lot reference number 4: REF-58417-05-18-2020
- Lot reference number 5: REF-58419-05-18-2020
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- Lot reference number 18: REF-58445-05-18-2020
- Lot reference number 19: REF-58447-05-18-2020
- Lot reference number 20: REF-58449-05-18-2020
- Lot reference number 21: REF-58451-05-18-2020

5. Fund agreement framework / Expected contract value: 906,697,983 (nine hundred and six million six hundred and ninety seven thousand nine hundred and eighty three) ALL without VAT divided into 21 Lots as follows:

- **Lot 1** "Food service and food distribution for the Military Department no. **6620 (Military Police)**", with funding of the framework agreement: 19,202,159 (nineteen million two hundred and two thousand one hundred and fifty nine) ALL (excluding VAT);
- **Lot 2** "Food service and food distribution for the **Military Unit No. 6630 (Support Battalion "**, with funding from the framework agreement: 11,471,488 (eleven million four hundred and seventy one thousand four hundred and eighty eight) ALL (without VAT);
- **Lot 3** "Food service and food distribution for the **Military Department no. 6640 (ASNI)**", with the fund of the framework agreement: 18,115,520 (eighteen million one hundred one hundred and fifteen thousand five hundred and twenty) ALL (excluding VAT);
- **Lot 4** "Food service and food distribution for **Military Departments No. 1001, 1002, 1003, 1004**

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and 1020 (Land Forces)", with funding from the framework agreement: 133,026,786 (one hundred thirty three million twenty eight thousand six thousand seven hundred) eighty-six) ALL (excluding VAT);

- **Lot 5** "Food service and food distribution for the **Military Unit No. 1010 (Land Forces)",** with funding of the framework agreement: 49,993,994 (forty nine million nine hundred and ninety three thousand nine hundred and ninety four) ALL (without VAT);
- **Lot 6** "Food service and food distribution for the **Military Unit No. 1030 (Land Forces)",** with funding from the framework agreement: 103,109,842 (one hundred and three million one hundred nine thousand four hundred and forty two) ALL (excluding VAT);
- **Lot 7** "Food service and food distribution for **Military Departments No. 1040, 1050 (Land Forces)",** with funding from the framework agreement: 127,325,733 (one hundred and twenty seven million three hundred twenty five thousand seven hundred and thirty three) ALL (excluding VAT);
- **Lot 8** "Food service and food distribution for the **Military Unit No. 1060 (Land Forces)",** with funding from the framework agreement: 133,026,786 (one hundred and thirty three million twenty-six thousand seven hundred and eighty-six) ALL (without VAT);
- **Lot 9** "Food service and food distribution for the **Military Departments of the Pashaliman, Vlora",** with funding from the framework agreement: 58,171,982 (fifty eight million one hundred one hundred seventy one thousand nine hundred eighty two) ALL VAT);
- **Lot 10** "Food service and food distribution for the **Military Departments of the Navy - Plepa, Durrës",** with funding from the framework agreement: 32,924,614 (thirty two million nine hundred and twenty four thousand six hundred and fourteen) ALL (excluding VAT);
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- **Lot 12** "Food Cooking and Distribution Service for **Military Departments No. 3004, 3005, (Air Force)",** with funding from the framework agreement: 4,395,184 (four million three hundred and ninety five thousand one hundred and eighty four) ALL (without VAT);
- **Lot 13** "Food service and food distribution for the **Military Unit no. 3006 (Air Force)",** with funding from the framework agreement: 15,874,782 (fifteen million eight hundred and seventy four thousand seven hundred and eighty two) ALL (without VAT) ;
- **Lot 14** "Food service and food distribution for **Military Departments no. 4001, 4002, 4003, 4006, 4007, 4009, 40025, 4025, 4040, 4030" (Support Command) "**, with funding of the framework agreement: 34,865,364 (thirty four million eight hundred and sixty five thousand three hundred and sixty four) ALL (excluding VAT);
- **Lot 15** "Food service and food distribution for the **Military Department no. 4030 Korça (Support Command)",** with funding of the framework agreement: 3,270,306 (three million two hundred and seventy thousand three hundred and six) ALL (excluding VAT);
- **Lot 16** "Food service and food distribution for the **Military Unit no. 4030 Gjirokastra (Support Command)",** with funding of the framework agreement: 2,507,009 (two million five hundred and seven thousand and nine) ALL (excluding VAT);
- **Lot 17** "Food service and food distribution for the **Military Unit no. 4030 Burrel (Support Command)",** with funding from the framework agreement: 3,969,688 (three million nine hundred and sixty nine thousand six hundred and eighty eight) ALL (excluding VAT) ;
- **Lot 18** "Food service and food distribution for the **Military Unit no. 4030 Kukës (Support Command)",** with funding of the framework agreement: 3,969,688 (three million nine hundred and

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sixty nine thousand six hundred and eighty eight) ALL (excluding VAT);

- **Lot 19** "Food service and food distribution for the **Military Department no. 5008 (Doctrine and Training Command)**", with funding of the framework agreement: 47,210,488 (forty seven million two hundred and ten thousand four hundred and eighty eight) ALL (excluding VAT);
- **Lot 20** " Food service and food distribution for the **Military Department no. 5009 (Doctrine and Training Command)**", with the framework agreement framework: 23,664,350 (forty seven million two hundred and ten thousand four hundred and eighty eight) Lekë (without tvsh);
- **Lot 21** " Food service and food distribution for the **Military Department no. 5010 (Doctrine and Training Command)**", with funding of the framework agreement: 76,003,109 (seventy six million three thousand one hundred and nine) Lekë (excluding VAT);

6. Duration of the contracts or time limit for execution: Starting from the date of conclusion of the contract / contracts with completion until the fulfillment of the needs of the contracting authorities, according to the framework agreement, for each lot.



7. Time limit for submitting bids or requests for participation: Date: 06.07.2020 Time: 11:00
Venue: www.app.gov.al

8. Time limit for opening bids or requests for participation: Date: 06.07.2020; Time: 11:00
Venue: Central Purchasing Agency in Ministry of Interior, Tirana.

II. INSTRUCTIONS FOR ECONOMIC OPERATORS

Section 1. Bid Drafting

- 1.1 Economic Operators shall draft their bids, in compliance with the requirements provided under TDs herein. The bids that are not prepared according to these TDs shall be refused as non-acceptable.
- 1.2 All costs for the preparation, drafting and sending of the bid shall be borne by the bidding economic operator. The Contracting Authority is not liable for such costs.
- 1.3 In procurement procedures carried out by mail, the original bid shall be typed or written in indelible ink. All sheets must be bonded together and numbered. All pages of the bid, except printed non-changeable papers, shall bear the initials of or signed by the Authorized Person(s). Any change in the bid must be readable and signed by the Authorized Persons.
- 1.4 In the case of bids submitted by a consortium of economic operators, the bid shall be accompanied with the Power of Attorney/written authorization for the Authorized Persons representing the consortium during the procurement procedure.
- 1.5 The economic operator is responsible for all documentation submitted as part of the bid. In case of verification of the content of the submitted documentation, or of self-declarations, when their content does not prove to be true, the economic operator is in the conditions provided by the Article 13, paragraph 3, letter (a) of the PPL.
- 1.6 **The following documents shall be included in the bid:**

- a) Bid Submission Form, filled in according to Annex 1 of TDs
- b) Statement for submission of independent bids according to Annex 1/1.
- c) Documents regarding object of procurement (*designs, catalogues, samples etc.*)

_____,
_____,
_____.

- d) Documents and certifications required in Annex 7.
- e) (Optional) alternative technical bid (if provided)

An Economic Operator shall submit only one offer.

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Upon completion of the Annex "Statement on the Enforcement of the Legal Provisions in Labor Relations", the economic operator acknowledges that it has employment contracts with each employee and that it respects the rights of employees, in accordance with the provisions of the Labor Code (including the rights of employees). Pregnant woman, newly born woman and / or woman with breastfeeding, as provided for in Articles 104, 105, 105 / a, 106, 108 and 115, and labor legislation as a whole.

- 1.7 Confidentiality according to Article 25 of the Law on Public Procurement (LPP).
- 1.8 In procurement procedures carried out by mail, Economic Operators shall submit only the original bid enclosed in a non-transparent, sealed, stamped envelope and signed with the name and address of the Bidder and marked: "Bid to supply goods; Notification No. _.

"DO NOT OPEN, EXCEPT IN PRESENCE OF THE TENDER EVALUATION COMMISSION, AND NOT BEFORE dd/mm /yyyy _____ at _____"

When bids are required to be submitted by email, the Economic Operators shall send the bid by email through the PPA's official website, www.app.gov.al.

- 1.9 In procurement procedures carried out by mail, bidders can modify or withdraw their bids, provided that such modification or withdrawal is done before the expiry of deadline for submission of bids. Both, modification and withdrawal shall be communicated in writing to Contracting Authority before the deadline for submission of bids. The envelope enclosing the statement of bidders should be marked: "**MODIFICATION OF BID**" or "**WITHDRAWAL OF BID**".

When bids are required to be submitted by email, the Bidder can, at any time, modify the bid, until the expiry of bid submission deadline, and it not necessary to communicate with the Contracting Authority, because such actions are performed in his account on PPA's official website at www.app.gov.al.

Section 2 Calculation of economic offer

- 2.1 The Economic Operator shall fill in the Bid Submission Form, attached to these TDs, defining the goods to be supplied, the quantity and price thereof.
- 2.2 All prices must be given in Albanian Currency (ALL), including applicable taxes, and excluding VAT. If prices are given in foreign currency, they shall be changed in Albanian Lek according to the Bank of Albania official exchange rate on the date the contract notification was sent for publication and shall be kept in that rate until the expiration of Bid Validity Period.
- 2.3 The bidder shall include in the Bid Submission Form, the total bid price of all goods, excluding VAT. The VAT amount, where appropriate, is added to the given price and consists in the total bid value.

Tender Documents

- 2.4. In case of a Framework Agreement which does NOT defines all the terms, prices for the contracts under the Framework Agreement are not fixed; they are subject to change following mini-bidding among economic operators, parties to the framework agreement.
- 2.5 The Bid security, if required, shall be submitted together with the bid before the expiry of bid submission deadline. Noncompliance with the bid security requirements shall result in the disqualification of the offer.
- 2.6 Bid security shall be in any of the following forms:
- a) Bank guarantee
 - b) Bond

The Bid Security Form shall be signed by the issuing party (Bank, insurance company, etc.) and shall be submitted together with the bid before opening of bids, otherwise the bid will be rejected.

The above mentioned documents are valid during the period of bid validity. In case a Bid Security is in the form of a bank guarantee, the Contracting Authority returns it back within 15 days from the signing of Contract.

2.7 **Bid Validity Period**

Bid Validity Period starts at the moment of bid opening. In any case, at least 5 days before the deadline for the bid validity, the Contracting Authority can require in writing the Bidder to extend the validity period until a given date. The Bidder may reject such request in writing without losing the right to compensation of the bid security, if any. The Bidder who agrees to extend the bid validity period shall notify in writing the Contracting Authority and provides an extended bid security, is relevant. The Bid shall not be modified. In case a Bidder, following a Contracting Authority requests to extend the bid validity period, does not respond, or accept, or submit an extended bid insurance, when due, then the Contracting Authority shall reject the bid.

- 2.8 Unlawful actions are considered under Article 26 of Law on Public Procurement.

Section 3. Bid Evaluation

3.1 Selection criteria

(Option 1) Lowest price of qualified bid.

The contract shall be awarded to the Bidder providing the lowest price of bid.

(Option 2) Most economically advantageous bid.

Tender Documents

For qualification criteria, it shall be clearly defined the significance of each criterion, i.e. how many points each criterion shall have and how are the points to be calculated for the consecutive bidders.

All criteria established for the qualification of bids shall be subject objective and expressed in numbers. In any case, when the criteria are more than one, the significance of price criteria shall not be less than 50 points. The maximum points to be given to a bidder are 100.

The formula of calculation of points in this case is:

$$Po = Pk1 + Pk2 + Pk3 + \dots$$

Where:

Po - are the total points of the evaluated bid

Pk1/Pk2/Pk3/...- are the points per each evaluated criterion

The points per each criterion are calculated with the following formula:

$$Pk1 = Vmin_{k1} \times Pmax_{k1} / Ok1$$

Pk1 _____ Points of criteria being evaluated

Vmin_{k1} Lowest value of the criterion being evaluated

Pmax_{k1} Maximum points given to the criterion being evaluated

Ok1 Bid index for the criterion being evaluated

Note: Only one of the options shall be chosen as evaluation criteria. Performance of both options makes the procedure invalid.

In the case of a procurement of a framework agreement, where international airline tickets are the subject of this agreement, the profit margin expressed as a percentage shall be used instead of the price.

3.2 Correction of errors and removed parts

3.2.1 The Contracting Authority corrects such errors in the bid that are simply of an arithmetical nature, if the error is found during the assessment of bids. The Contracting Authority immediately notifies the Bidder concerned with a notification in writing/by email on any such rectification and can continue with the correction of the error, provided that the Bidder accepts such communication. If the Bidder refuses the correction proposed, the Bid shall be rejected, without seizure of bid security, if there is one.

3.2.2 Errors in the price calculation shall be rectified by the Contracting Authority as follows:

- if there is any discrepancy between amounts in figures and words, the amounts expressed in words shall prevail, except when the amount in concern relates to an arithmetical error;
- if there is any discrepancy between the unit price and the total value obtained by multiplying the unit price and the quantity, the unit price shall prevail and consequently the total sum shall be corrected; if there is any error in the total sum, corresponding to the

Tender Documents

addition or subtraction of subtotals, the subtotal shall prevail and the total shall be corrected. The amounts rectified in this way shall be binding on the bidder. If the bidder does not accept them, its bid shall be rejected. The Bids with arithmetical errors are rejected when absolute amounts of all corrections are more than $\pm 2\%$ of the economic bid offered.

3.3 Abnormally low bids

3.3.1 If the submitted bid results abnormally low in terms of goods offered, the Contracting Authority requires the Bidder concerned to justify the price given. If the Bidder fails to provide a convincing excuse to the Contracting Authority, the latter is entitled to refuse the offer.

3.3.2 The Bid shall be considered abnormally low according the provisions of Article 66, Chapter VII of Public Procurement Rules.

If two or fewer bids are valid, according to article 56 of PPL, a bid is considered abnormally low when it was lower than 25 percent of the limit fund calculated.

If three or more bids are valid, a bid is considered abnormally low if its value is lower than 85 percent of the average valid bids, in compliance with Article 56 of Law on Public Procurement.

If one or several bids are considered abnormally low, the bid evaluation commission shall request explanations from the bidders, before taking a decision on their qualifications or not, in compliance with Article 56 of Law on Public Procurement.

In any case, the Bidder must provide documents in writing to prove the explanations on the special element(s) of the bid, in compliance with the provisions of Article 56 of Law on Public Procurement.

If three or more bids are valid, the formula to be applied for the abnormally low bid is the following:

O – Bid
M_O – Average of valid bids
n – Number of valid bids
Z_M – Possible discount

$$M_O = O_1 + O_2 + O_3 + \dots O_n / n$$

$$Z_M = 85 \% M_O$$

The value of bid is evaluated as $<Z_M$, as a consequence the bid is abnormally low

Tender Documents

In case the most economically advantageous bid is set as selection criterion, an examination whether bids are abnormally low shall be made only if the bid classified with the highest points has economic bid with the lowest value.

- 3.3.3** Economic Operators can file an administrative complaint under Article 63 of Law on Public Procurement.

Section 4 Signing of Contract

4.1 Notification of the winner

The Contracting Authority notifies the winning Bidder, by sending the Notification of the winner, pursuant to Annex 14. A copy of such notice is published in the Public Notices Bulletin, as provided under Article 58 of Law on Public Procurement.

4.2 Contract Insurance

- 4.2.1** The Contracting Authority demands an insurance for the contract's execution. The amount of such insurance shall be the 10% of the contract's value. The Contract's Insurance Form, according to Annex 20 of TDs, shall be signed and submitted before the signing of the contract.
- 4.2.2** Insurance for the contract's execution can be submitted in any of the following forms:
- i. Bank guarantee
 - ii. Insurance guarantee

Such form is not used by the contracting authorities in case of sectorial procurement contracts.

4.3 Notification of the signed contract

According the Public Procurement Rules, following the signing of contract, the Contracting Authority shall send to PPA a notification to be published in the Public Notices Bulletin.

Note: The contracting authorities shall not make any modification in the tender documents from section 1 to 4.

III. ANNEXES

The following Annexes are integral part of TDs:

Appendix 1: Bid Offer Form

Appendix 1/1: Statement for independent bid submission

Appendix 2: Offer Invitation Form (in the case of Framework Agreement)

Appendix 3: Bid Security Form

Appendix 4: Confidential Information Form

Appendix 5: Statement on the fulfillment of Technical Specifications and Reference Terms by the economic operator

Appendix 6: Statement of Conflict of Interest

Appendix 7: Statement on meeting the general criteria

Annex 7/1: Statement on guaranteeing the applicability of legal provisions in labor relations

Appendix 8: Qualification / Participation Certificate Form

Appendix 9: Technical Specifications

Appendix 10: Contract planning in the framework agreement

Appendix 11: Services and Execution Graph

Appendix 12: Terms of Reference

Appendix 13: Skills Notification Form

Appendix 14: Winner Notification Form

Appendix 15: Successful Economic Operators Notification Form in the Framework Agreement

Annex 16: General Terms of Contract

Appendix 17: Special Terms of Contract

Appendix 18: Signed Contract Notification Form

Appendix 19: Signed Contract Notification Form for publication in the Public Notices Bulletin

Appendix 20: Contract Security Form

Appendix 21: Complaint Form to the Contracting Authority

Appendix 22: Draft Framework Agreement where not all conditions are specified

Appendix 23: Draft Framework Agreement where all conditions are set

Appendix 24: Cancellation Notice Form

Tender Documents

Annex 1

[Annex to be filled in by the economic operator]

BID SUBMISSION FORM

Name of Bidder _____

To: *[Name and address of Contracting Authority]*

* * *

Procurement procedure: *[Type of procedure]*

Short description of contract: *[object]*

Publication *(if applicable)*: Public Notices Bulletin *[Date]* *[Number]*/Reference number in PPA's page

* * *

In reference to the above mentioned procedure, we, the undersigned, declare that:

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

No	Food norm	Expected amounts of food norms for 2 (two) years	Food price / rate (Value without VAT)	Çmimi total (Vlera pa TVSH)
1	Lunch meal (1738.8 kalori)	10,600		
2	3(three) meals (4300 kalori)	19,100		
3	Extra food rate (500 kalori)	2,160		
Framework agreement fund (VAT-free value)				19,202,159

Signature of bidder _____

Tender Documents

Seal _____

Note: The prices shall be given in **ALL** currency (as required in the tender documents)

Appendix 1

Lot 2 " Cooking service and food distribution for the Military Department no. 6630 (Support Battalion) "

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	2,049		
2	3 (three) meals (4300 calories)	14.453		
Quadrant agreement fund (value without VAT)				11,471,488

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in the documents of

Appendix 1

Lot 3 “ Cooking service and food distribution for the Military Department no. 6640 (ASNI) ”

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / *Reference Number on the PPA website*

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	16,400		
2	3 (three) meals (4300 calories)	14,200		
Quadrant agreement fund (value without VAT)				18,115,520

Bidder's signature _____

Tender Documents

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in the documents of

Appendix 1

Lot 4 "Cooking service and food distribution for Military Departments No. 1001, 1002, 1003, 1004 and 1020 (Land Forces)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	212.240		
2	3 (three) meals (4300 calories)	41.426		
3	Extra food rate (500 calories)	14.754		
Quadrant agreement fund (value without VAT)				133,026,786

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 5 "Cooking service and food distribution for the Military Department no. 1010 (Land Forces)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	51.840		
2	3 (three) meals (4300 calories)	33.320		
3	Extra food rate (500 calories)	8,500		
Quadrant agreement fund (value without VAT)				49,993,994

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 6 "Cooking service and food distribution for the Military Department no. 1030 (Land Forces)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / *Reference Number on the PPA website*

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	152,000		
2	3 (three) meals (4300 calories)	39.790		
3	Extra food rate (500 calories)	14.240		
Quadrant agreement fund (value without VAT)				103,109,842

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 7 "Cooking and food distribution service for Military Departments No. 1040, 1050 (Land Forces)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	204,000		
2	3 (three) meals (4300 calories)	37.280		
3	Extra food rate (500 calories)	24,000		
Quadrant agreement fund (value without VAT)				127,325,733

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 8 "Cooking and food distribution service for the Military Department no. 1060 (Land Forces)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	212.240		
2	3 (three) meals (4300 calories)	41.426		
3	Extra food rate (500 calories)	14.754		
Quadrant agreement fund (value without VAT)				133,026,786

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 9 "Cooking and food distribution service for the Military Departments of the Navy - Muslim, Vlora"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	44880		
2	3 (three) meals (4300 calories)	46 080		
3	Extra food rate (500 calories)	25200		
Quadrant agreement fund (value without VAT)				58,171,982

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 10 "Cooking and food distribution service for the Military Departments of the Naval Force - Plapa, Durrës"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	21120		
2	3 (three) meals (4300 calories)	29520		
3	Extra food rate (500 calories)	10800		
Quadrant agreement fund (value without VAT)				32,924,614

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 11 " Cooking service and food distribution for Military Departments No. 3001, 3002, 3003 (Air Force) "

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	1686		
2	3 (three) meals (4300 calories)	5120		
3	Extra food rate (500 calories)	590		
Quadrant agreement fund (value without VAT)				4,599,111

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 12 "Cooking and food distribution service for Military Departments No. 3004, 3005, (Air Force)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	2552		
2	3 (three) meals (4300 calories)	4380		
Quadrant agreement fund (value without VAT)				4,395,184

Bidder's signature _____

Tender Documents

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 13 "Cooking and food distribution service for the Military Department no. 3006 (Air Force)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	10800		
2	3 (three) meals (4300 calories)	14600		
3	Extra food rate (500 calories)	1000		
Quadrant agreement fund (value without VAT)				15,874,782

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 14 "Cooking service and food distribution for Military Departments No. 4001, 4002, 4003, 4006, 4007, 4009, 4025, 4040, 4030 (Support Command)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	37 820		
2	3 (three) meals (4300 calories)	22652		
3	Extra food rate (500 calories)	3160		
Quadrant agreement fund (value without VAT)				34,865,364

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 15 "Cooking service and food distribution for the Military Department no. 4030 Korça (Support Command)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	3430		
2	3 (three) meals (4300 calories)	2190		
3	Extra food rate (500 calories)	360		
Quadrant agreement fund (value without VAT)				3,270,306

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 16 "Cooking service and food distribution for the Military Department no. 4030 Gjirokastra (Support Command)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / *Reference Number on the PPA website*

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	2940		
2	3 (three) meals (4300 calories)	1460		
3	Extra food rate (500 calories)	360		
Quadrant agreement fund (value without VAT)				2,507,009

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 17 "Cooking and food distribution service for the Military Department no. 4030 Burrel (Support Command)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	4900		
2	3 (three) meals (4300 calories)	2190		
3	Extra food rate (500 calories)	360		
Quadrant agreement fund (value without VAT)				3,969,688

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 18 "Cooking and food distribution service for the Military Department no. 4030 Kukës (Support Command)"

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	4900		
2	3 (three) meals (4300 calories)	2190		
3	Extra food rate (500 calories)	360		
Quadrant agreement fund (value without VAT)				3,969,688

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 19 "Cooking and food distribution service for the Military Department no. 5008 (Doctrine and Training Command)

[Appendix to be completed by the economic operator]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	30110		
2	3 (three) meals (4300 calories)	45 280		
Quadrant agreement fund (value without VAT)				47,210,488

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 20 " Cooking and food distribution service for the Military Department no. 5009 (Doctrine and Training Command) "

[*Appendix to be completed by the economic operator*]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: [*Name and address of contracting authority*]

* * *

Procurement procedure: [*type of procedure*]

Short description of the contract: [*object*]

Publication (if applicable): Public Notices Bulletin [*Date*] [*Number*] / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	Meal Lunch (1738.8 calories)	17240		
2	3 (three) meals (4300 calories)	21290		
Quadrant agreement fund (value without VAT)				23,664,350

Tender Documents

Bidder's signature _____

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1

Lot 21 "Cooking service and food distribution for the Military Department no. 5010 (Doctrine and Training Command)"

[Appendix to be completed by the economic operator]

FORM OF ECONOMIC OFFER

Bidder Name _____

To: *[Name and address of contracting authority]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

Publication (if applicable): Public Notices Bulletin *[Date]* *[Number]* / Reference Number on the PPA website

* * *

Referring to the above procedure, we, the signatories, declare that:

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

No.	Food rate	Expected amounts of food norms for 2 (two) years	Food price / normw (Value without VAT)	Total price (Value without VAT)
1	3 (three) meals (4300 calories)	10, 4650		
Quadrant agreement fund (value without VAT)				76,003,109

Bidder's signature _____

Tender Documents

Seal _____

Note:

Prices must be expressed in Lekë Coin (required in tender documents)

Appendix 1/1

[Supplement to be filled by Economic Operator]

DECLARATION

For Introducing Independent Offers

Of the economic operator participating in the public procurement procedure to be held on: _____; by the Contracting Authority: _____; with the object: _____; with limit fund: _____.

I undersigned _____, with the capacity of the representative of the economic operator _____, in support of Article 1 of Law no. 9643, dated 20.11.2006 "On Public Procurement", as amended and in support of the Law No.9121 / 2003 "On the Protection of Competition", make this statement and I guarantee that the following statements are true and complete in every aspect:

I certify, in the interest of: _____ that:
(Name of the economic operator)

1. I have read and understood the content of this Declaration;
2. I understand that the submitted bid will be disqualified and / or excluded from participation in public procurement if this Statement is found to be incomplete and / or accurate in all respects;
3. I am authorized by the Bidder to sign this Statement and to submit an offer in the interest of the Bidder;
4. Any person whose signature appears in the Bid Documentary is authorized by the Bidder to prepare and to sign the Bid in the interest of the Bidder;
5. For the purpose of this declaration and the submitted bid, I understand that the word "competitor" means any other economic operator, other than the Bidder, whether or not it is a merger of economic operators, that:
 - a) submit a bid in response to the Contract Notice and / or the Invitation to Invitation made by the

Tender Documents

Contracting Authority;

b) is a potential bidder who, based on his / her qualifications, abilities or experiences, may submit a Bid in reply, Contract Notice and / or Bid Invitation.

6. The bidder declares that: (click one of the following alternatives):

a) The Bidder has prepared his bid independently, without consulting, communicating and without making any agreement or agreement with any other competitor;

b) The Bidder has consulted, communicated, has entered into agreements with one or more competitors in connection with this procurement procedure. The bidder states that in the attached documents, the details of this offer include the names of the competitors, the nature and the reasons for the consultation, communication, agreement or engagement (case of merger of economic operators or subcontracting).

7. In particular, without prejudice to paragraphs 6 (a) and 6 (b) above, there has been no consultation, communication, contract or agreement with any competitor in respect of:

a) prices;

(b) the methods, factors or formulas used to calculate the price;

c) the purpose or the decision to submit or not an offer; or

d) submission of a bid that does not meet the specifications of the Bid Request.

8. In addition, there has been no consultation, communication, agreement or contract with any competitor regarding the quality, quantity, specifications or specific deliveries of the goods or services which are related to the concerned procurement, except where stated under paragraph above 6. b).

9. Bid conditions have not been made known or disclosed to the other Bidder by any means, either in advance of the date and time of the official opening of the Bids, of the Winning Bid and of the conclusion of the Contract , only if required by law or if specifically stated under paragraph 6.b).

(Name and Signature of the Authorized Person for Bidder Representation)

(Title by position at work) (Date)

Tender Documents

Annex 2

[Annex to be filled in by contracting authority under the Framework Agreement during the reopening of mini-bidding process]

BID INVITATION FORM

(write the name of Contracting Authority)

invites the interested persons to submit their bids in the procedure to supply the following goods:

.....
.....
.....

(provide an accurate description of the contract object and quantity as defined in Tender Documents (TDs)).

Delivery of Goods Location

(provide a short description)

The goods shall be delivered within date _____

The bid shall be send to

.....

[Provide the accurate address]

Before

.....

[Define date and time]

Eligibility criteria of winner bid _____

Form of communication:

By mail

by electronic means (email, fax, etc.)

Tender Documents

Annex 3

[Letter with Bank/ Insurance Company logo]

[Annex to be provided by Economic Operator when requested by Contracting Authority]

BID INSURANCE FORM

[Date_____]

To: *[Name and address of Contracting Authority]*

On behalf of: *[Name and address of insured bidder]*

* * *

Procurement procedure *[Type of procedure]*

Short description of contract: *[object]*

Publication *(if applicable)*: Public Notices Bulletin *[Date]* *[Number]*/Reference number in PPA's page

* * *

In reference to the above mentioned procedure,

We prove that *[name of insured bidder]* has deposited in *[name and address of bank/insurance company]* the amount of *[currency and value, in words and numbers]* as a requirement for the bid insurance, submitted by the abovementioned economic operator.

We undertake to transfer to the account of *[name of contracting authority]* the assured amount, within 15 (fifteen) days from your first simple call in writing, without explanations, provided that the call states the failure to meet any of the following criteria:

- The bidder has withdrawn or changed the bid, after or before the bid submission deadline, in case it was stipulated so in the Tender Documents;
- The bidder has refused to sign the procurement contract when required by the contracting authority;
- The bidder has not provided the contract insurance, where the bid is awarded as winning or did not meet any other requirements before the signing of the contract stipulated in the Tender

Tender Documents

Documents.

Such insurance is valid for the period specified in [*contract notification or bid invitation*].

[Representative of bank/insurance company]

Annex 4

[*Annex to be filled in by the Economic Operator, if appropriate*]

CONFIDENTIAL INFORMATION LIST

(Please enlist below the information you want to be confidential)

Type and nature of information that needs to be confidential	Number of pages and sections of TDs you want to be confidential	The reasons why such information should be confidential	Time limit such information shall be kept confidential

ATTENTION

For any information that has not been registered as confidential, it shall be taken for granted that the holder of such rights has willingly given consent for the provision of this relevant information and the Contracting Authority bears no responsibility for the publication of such information.

It does not constitute secret commercial information, which should be made public according to the law, related to the violation of the law, or that ought to be published on the basis of good commercial practices and principles of commercial ethics. The dissemination of this information is considered legitimate if this act is intended to protect the public interest.

Tender Documents

Annex 5

[Annex to be filled in by the Economic Operator]

DECLARATION ON THE FULFILMENT OF TECHNICAL SPECIFICATIONS

Declaration issued by the economic operator participating in the public procurement procedure, to be held on _____ by Contracting Authority _____ with object _____ and limit fund _____.

I, the undersigned _____, in the quality of _____ of legal person _____ declare that:

We meet all technical specifications, as stipulated in the tender documents, and we prove it with certificates and documents (if required by the contracting authority), to be submitted together with the Declaration herein.

Declaration submission date _____

Bidder's representative

Signature

Seal

Annex 6

[Annex to be filled in by Economic Operator]

DECLARATION
On conflict of interest

Declaration issued by the economic operator participating in the public procurement procedure, to be held on _____ by Contracting Authority _____ with object _____ and limit fund _____.

Conflict of interest is a situation of conflict between public duty and private interest of an official, in which he/she has direct or indirect private interests affecting, or that can effect or that it seems that might have effect on the unjust performance of public tasks and duties.

In implementation of Article 21, clause 1, Law no. 9367, date 07.04.2005, the categories of officials as provided under Chapter III, Section II, that are absolutely forbidden to directly or indirectly benefit from the signing contracts between a party and the public institution are:

- President of Republic, Prime Minister, Deputy Prime Minister, Ministers, or Deputy Ministers, Members of Parliament, Judges of Constitutional Court, Judges of High Court, the Head of High State Audit, General Prosecutor, Judges and Prosecutors at the level of the Court of First Instance and Court of Appeals, the Ombudsman, Members of the Central Election Commission, Members of High Council of Justice, General Inspector of the High Inspectorate of Declaration and Audit of Assets and Conflict of Interest, Members of Regulatory Entities (Bank of Albania Supervision Council, including Governor and Deputy Governor; competition; telecommunication; electricity; water supply; insurance; bonds; media authorities), General Secretaries of Central Institutions as well as every public official in any public institution whose position is equivalent to that of the General Director, heads of public administration bodies that are not part of civil service.

Tender Documents

The middle-ranked civil servants, under article 31, and officials covered by Article 32 of Chapter III, section 2 of this Law, the prohibition of clause 1 of this article, on grounds of private interests of official, as stipulated herein, shall be applied only if case of contracts within the institution's scope and territory and the institution's jurisdiction, where the official works. This prohibition is applicable also when party to the contract is an institution under the dependency thereof.

When the official is a mayor or deputy mayor of a municipality or commune, or the chairman of a regional council, member of the respective council, or a high management official of a local government unit, the prohibition due to private interests of the official, specified herein, is applicable only in the case of entering into contracts, if any, with the municipality, commune or region where the official exercises such duty. This prohibition is applicable also when party to the contract is a public institution at the dependency of this unit. (Article 21, clause 2, Law No.9367, date 07.4.2005).

The prohibitions provided for under Article 21 clauses 1, 2 of Law no. 9367, date 07.04.2005, with the respective exemptions, are applicable to the same extent also to the persons related with the official, i.e. **spouse, cohabitant, adult children and parents of the official and of the spouse.**

I, the undersigned _____, in the quality of representative of legal person _____ declare that under my personal responsibility:

I am aware of the requirements and prohibitions provided under Law No. 9367, date 07.04.2005 "On the prevention of conflicts of interest in the exercise of public functions" as amended, and secondary legislation adopted pursuant thereto by the High Inspectorate of Declaration and Audit of Assets, and also the Law no. 9643, date 20.11.2006 "On Public Procurement", as amended.

In compliance thereof, I declare herein that no public official, as defined in **Chapter III, Section II** of the Law no. 9367, date 07.04.2005, and in this declaration, has any private interests, directly or indirectly, with the legal person I represent herein.

Date of declaration submission _____

Name, Surname, Signature

Seal

Annex 7

[Annex to be filled in by the Economic Operator]

STATEMENT ON GENERAL CRITERIA FULFILLMENT

Statement of the economic operator participating in the procurement procedure to be held on the date _____ by the Contractor Authority _____ with object _____ with a limit found _____.

I signed _____ in quality _____ of economic operator _____ declare under my full responsibility that:

- The economic operator _____ is registered in the National Business Center and has in the field of activity the object of the procurement. In case when the bidder is a non-profit organization, they must state that they are registered as a juridical person according to Law No. 8788, dated 07.05.2001 "On Non Profit Organizations".
- The economic operator _____ has not been sentenced for any of the criminal offenses provided for in Article 45/1 of the PPL.
- Person (s) in the capacity of a member of the administrative body, management or supervisor, shareholder or partner, or having representative, decision-making or controlling powers within the economic operator, as follows:

	Name (Names)	Surname	Birthday day month	Father's name	Mother's Name	Birthplace
--	---------------------	----------------	------------------------------	--------------------------------	--------------------------------	-------------------

Tender Documents

			year			
1						
2						
3						

have not been or have been convicted by a final court decision for any of the offenses set forth in Section 45/1 of the PPL¹.

- The economic operator _____ has not been convicted by a final court decision, for acts related to professional activity.
- The economic operator _____ is not in the process of bankruptcy (active status).
- The economic operator _____ has paid all the fees for the taxes payment and social security contributions, according to the legislation in power.

In any case, the contracting authority has the right to carry out the necessary verifications on the authenticity of the information declared by the economic operator as above.

Date of statement submission _____

Bidder's signature _____

Seal _____

Annex 7/1

[Supplement to be filled by Economic Operator]

**STATEMENT ON GUARANTEE OF APPLICABILITY OF LEGAL PROVISIONS ON
LABOR RELATIONS**

Statement of the Economic Operator participating in the procurement procedure to be held on _____ by the Contracting Authority _____ with object _____ with limit fund _____.

I undersign _____ on the quality of _____ of the economic operator _____, **declare under my full responsibility that:**

- Economic operator _____ guarantees the protection of the right to employment and occupation from any form of discrimination as provided by applicable labor legislation.
- Economic operator _____ connects with the employee the respective employment contracts and guarantees measures in terms of safety and health at work for All and, in particular, for vulnerable groups, based on applicable labor legislation.
- Economic operator _____ does not have an effective legal force, established by the State Labor Inspectorate and Social Services (ISHPSHSH). In cases where legal violations, the economic operator has taken the necessary measures to address them within the deadlines set by ISHPSHSH.

Date of submission of statement _____

Bidder Representative

Signature

Seal

Appendix 8

Lot 1 " Cooking and food distribution service for the Military Department no. 6620 (Military Police) ", with funding from the framework agreement: 19,202,159 (nineteen million two hundred and two thousand one hundred and fifty nine) Lekë (excluding VAT) .

Appendix 8

[Appendix to be completed by the Contracting Authority]

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the bid is submitted by a merger of economic operators , the following must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. Bid Form, according to Annex 1;

b. Declaration for submission of independent bids, according to Annex 1/1

c. Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;

ç. Statement on the fulfillment of technical specifications, according to Annex 5;

d. Declaration on Conflict of Interest, according to Annex 6;

f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;

e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the **valid ISO 14001** certificate or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

Tender Documents

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving the ownership or loan use or lease as follows:
 - **Documentation proving ownership:**
 - The certificate of ownership issued by the institution authorized by law or the contract of sale or the contract of donation or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygienic-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it carries out the activity of food service and cooking.
3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport

Tender Documents

of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. Economic operator must have no less than 9 (nine) of employed persons in the food service sector, provided for the period March 2020 - May 2020. To prove this point, the economic operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number employees	of
1	chef	1	
2	Mercollog / Chemist / Technologist	1	
3	Assistant Chef / Cooking Service	6	
4	driver	1	
	total	9	

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
- b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
- c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
- d) For the driver: employment contract, workbook and driving license category - B.
- e) Employees with the above professions must appear in the payroll of the economic operator for the

Tender Documents

required period.

5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco-friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 2 " service cooking and food distribution to military unit no. 6630 (Support Battalion) ", with the framework agreement Fund: 11,471,488 (njëmb s ten million four hundred and seventy-one thousand, four hundred and eighty-eight) ALL (VAT)

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.3 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. **The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:**
 - a) Documentation proving the ownership or loan use or lease as follows:
 - **Documentation proving the use of the loan**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygienic-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for

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the environment where it carries out the activity of food service and cooking.

3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. **Economic operator must have no less than nine (under t h) of employed persons in the food service sector, provided for the period March 2020 - May 2020. To prove this point, the economic operator must submit:**

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	6
4	driver	1
	total	9

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
- b) For the mercenary / chemist / technologist: qualification diploma or certificate, employment contract, workbook, health booklet.

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- c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: work contract, workbook and driving license category - B.
 - e) j) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 3 " Cooking service and distribution of food for the Military Department no. 6640 (ASNI) ", with the fund of the framework agreement: 18,115,520 (eighteen million one hundred and fifteen thousand five hundred and twenty) Lekë (excluding VAT) .

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

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In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

- 1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
- 2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
- 3. Valid certificate certifying the quality of health and safety **management ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
- 4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment

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body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018, the average value of which should be not less than 40% of the value of the limit fund.
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded.
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving the ownership or usufruct or lease as follows:
 - **Documentation proving the use of the loan**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category "II.1.A.1 - Production, processing and wholesale distribution of food for people", issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygienic-sanitary approval act for this environment, issued by the competent body charged by

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law.

- e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it carries out the activity of food service and cooking.
3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
- a) Documentation proving the ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) circulation permit,
 - c) certificate of technical control of road vehicles,
 - d) police officers for compulsory vehicle insurance,
 - e) hygienic-sanitary approval act.
4. Economic operator must have no less than 9 (nine) of employed persons in the food service sector, provided for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020;
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number employees	of
1	chef	1	
2	Mercollog / Chemist / Technologist	1	
3	Assistant Chef / Cooking Service	6	
4	driver	1	
	total	9	

For employees with the above professions, the Economic Operator must submit:

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- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 4 Cooking service and food distribution for Military Departments no. 1001, 1002, 1003, 1004 and 1020 (Land Forces) ", with the fund of the framework agreement: 133,026,786 (one hundred thirty three million twenty six thousand seven hundred eighty six) Lekë (excluding VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

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If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001** or equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or** the equivalent of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the

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Republic of Albania .

4. The economic operator must present the **valid ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices;
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.

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- c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2 (two) means to transport, which on must be refrigerated for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 28 (twenty-eight) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number of employees
1	chef	4
2	Mercollog / Chemist / Technologist	2
3	Assistant Chef / Cooking Service	20
4	driver	2
	total	28

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For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 5 " Cooking service and food distribution for the Military Unit No. 1010 (Land Forces) ", with funding from the framework agreement: 49,993,994 (forty nine million nine hundred and ninety three thousand nine hundred and ninety four) Lekë (excluding VAT) ;

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.

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d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of

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Albania.

3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. **The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:**

Documentation proving ownership or usufruct or lease as follows:

➤ Documentation proving ownership:

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ Documentation certifying the loan:

- Loan contract.

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➤ Documentation proving the lease:

- Lease contract.

- a) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

3. The economic operator must have at least 2 (two) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ Documentation proving ownership:

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ Documentation proving the lease:

- Lease contract.

- a) circulation permit,
 - b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.
4. The economic operator must have not less than 13 (thirteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	8

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4	driver	2
	total	13

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 6 "Cooking service and food distribution for the Military Unit No. 1030 (Land Forces) ", with funding from the framework agreement: 103,109,842 (one hundred and three million one hundred nine thousand four hundred and forty two) Lekë (excluding VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of

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activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".

b) is not in the process of bankruptcy, (active status)

c) has not been convicted of a criminal offense under Article 45/1 of the LCP,

ç) has not been convicted by a final court decision, for offenses related to professional activity.

d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

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2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**

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- Loan contract.

➤ **Documentation proving the lease:**

- Lease contract.

- b) a) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- c) b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- d) c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- e) d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- f) e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2 (two) means transport which one must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 17 (seventeen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1

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3	Assistant Chef / Cooking Service	12
4	driver	2
	total	17

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 7 "Cooking and food distribution service for Military Departments No. 1040, 1050 (Land Forces) ", with funding from the framework agreement: 127,325,733 (one hundred and twenty seven million three hundred twenty five thousand seven hundred and thirty three) Lekë (without tvsh);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

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- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's

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management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or

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gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation certifying the loan:**

- Loan contract.

➤ **Documentation proving the lease:**

- Lease contract.

- b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center;
- c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- e) Certificate of fire protection and rescue, issued by the competent body charged by law.
- f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2(two) means transport which one must be refrigerated, for the transport of food products, owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.
4. The economic operator must have not less than 17 (seventeen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number of employees
-------------	------------	---------------------------

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1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	12
4	driver	2
	total	17

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
 6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 8 "Cooking and food distribution service for the Military Unit No. 1060 (Land Forces)", with funding from the framework agreement: 133,026,786 (one hundred and thirty three million twenty-six thousand seven hundred and eighty-six) Lekë (excluding VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

Tender Documents

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

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1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:

➤ Documentation proving ownership:

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- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation certifying the loan:**

- Loan contract.

➤ **Documentation proving the lease:**

- Lease contract.

- b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- e) Certificate of fire protection and rescue, issued by the competent body charged by law.
- f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.
- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 28 (twenty-eight) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
-----	------------	---------------------

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1	chef	4
2	Mercollog / Chemist / Technologist	2
3	Assistant Chef / Cooking Service	20
4	driver	2
	total	28

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
 6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidder economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub-floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 9 " Cooking and food distribution service for the Military Departments of the Navy - Muslim, Vlora ", with funding from the framework agreement: 58,171,982 (fifty-eight million one hundred and seventy one thousand nine hundred and eighty two TV) Lekë)

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a nonprofit organization, declare that it is registered as a legal entity, according to LAW 8788, dated 07.05.2001 "On non-profit organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

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e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied

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services have been recorded .

2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
 - a) circulation permit,
 - b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.
4. The economic operator must have not less than 15 (fifteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
 - A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.

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- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	10
4	driver	2
	total	15

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[*Appendix to be completed by the Contracting Authority*]

Lot 10 " Cooking and food distribution service for the Military Departments of the Naval Force - Plapa, Durrës ", with funding from the framework agreement: 32,924,614 (thirty two million nine hundred and twenty four thousand six hundred and fourteen) Lekë (excluding VAT) ;

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. Bid Form, according to Annex 1;

b. Declaration for submission of independent bids, according to Annex 1/1

c. Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement

fund) ;

ç. Statement on the fulfillment of technical specifications, according to Annex 5;

d. Declaration on Conflict of Interest, according to Annex 6;

f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;

e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or** the equivalent of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator

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must submit the certificate issued by the state institution for the realization of services or sales tax invoices.

- When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
- a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
- **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
 - a) circulation permit,
 - b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.
4. The economic operator must have not less than 13 (thirteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic

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operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	8
4	driver	2
	total	13

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
 6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or

false and inaccurate documents, are considered conditions for disqualification .

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 11 " Cooking service and food distribution for Military Departments No. 3001, 3002, 3003 (Air Force) ", with funding of the framework agreement: 4,599,111 (four million five hundred ninety nine thousand one hundred and eleven) Lekë (excluding VAT)

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. Bid Form, according to Annex 1;

b. Declaration for submission of independent bids, according to Annex 1/1

c. Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement

fund) ;

ç. Statement on the fulfillment of technical specifications, according to Annex 5;

d. Declaration on Conflict of Interest, according to Annex 6;

f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;

e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the **valid ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales

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tax invoices.

- When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .

2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:

a) Documentation proving ownership or usufruct or lease as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation certifying the loan:**

- Loan contract.

➤ **Documentation proving the lease:**

- Lease contract.

b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.

c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.

d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.

e) Certificate of fire protection and rescue, issued by the competent body charged by law.

f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

a) circulation permit,

b) certificate of technical control of road vehicles,

c) police officers for compulsory vehicle insurance,

d) hygienic-sanitary approval act.

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4. The economic operator must have not less than 6 (six) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	3
4	driver	1
	total	6

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has*

offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 12 " Cooking and food distribution service for Military Departments No. 3004, 3005, (Air Force) ", with funding from the framework agreement: 4,395,184 (four million three hundred and ninety five thousand one hundred and eighty four) Lekë (without VAT) .

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*

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- b. Declaration for submission of independent bids, according to Annex 1/1*
- c. Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. Declaration on Conflict of Interest, according to Annex 6;*
- f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of **society ISO 22000 or** the equivalent of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:

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- When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
- a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
- **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
- a) circulation permit,
 - b) certificate of technical control of road vehicles,

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- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 6 (six) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	3
4	driver	1
	total	6

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than

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one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 13 " Cooking and food distribution service for the Military Unit no. 3006 (Air Force) ", with funding from the framework agreement: 15,874,782 (fifteen million eight hundred and seventy four thousand seven hundred and eighty two) Lekë (excluding VAT) .

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;

- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

- 1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
- 2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
- 3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
- 4. The economic operator must present the valid **ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

- 1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
- 2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation: Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
- a) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
- a) circulation permit,

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- b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.
4. The economic operator must have not less than 7 (seven) persons employed in the food **service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:**
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	4
4	driver	1
	total	7

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative

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criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 14 " Cooking and food distribution service for Military Departments No. 4001, 4002, 4003, 4006, 4007, 4009, 4025, 4040, 4030 (Support Command) ", with funding from the framework agreement: 34,865,364 (thirty four million eight hundred) sixty-five thousand three hundred and sixty four) Lekë (excluding VAT)

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. Bid Form, according to Annex 1;

b. Declaration for submission of independent bids, according to Annex 1/1

c. Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;

ç. Statement on the fulfillment of technical specifications, according to Annex 5;

d. Declaration on Conflict of Interest, according to Annex 6;

f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;

e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

2. Valid Certificate of **society ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .

4. The economic operator must present the **valid ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018, the average value of which should be not less than 40% of the value of the limit fund.
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded.
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category "II.1.A.1 - Production, processing and wholesale distribution of food for people", issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products, owned or leased, certified with the relevant documentation, as follows:

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➤ Documentation proving ownership:

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ Documentation proving the lease:

- Lease contract.
 - a) circulation permit,
 - b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.

4. The economic operator must have not less than 14 (fourteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period December 2019 - February 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	9
4	driver	2
	total	14

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad,

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the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 16 " Cooking and food distribution service for the Military Department no. 4030 Gjirokastra (Support Command) ", with funding of the framework agreement: 2,507,009 (two million five hundred and seven thousand and nine) Lekë (excluding VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on

the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the **valid ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

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1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less **than 40%** of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
 - b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
 - c) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - d) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - e) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - f) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

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➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 4 (four) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	1
4	driver	1
	total	4

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
- b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
- c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
- d) For the driver: employment contract, workbook and driving license category - B.
- e) Employees with the above professions must appear in the payroll of the economic operator for the required period.

5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.

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6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

***Note:** The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 17 " Cooking and food distribution service for the Military Unit No. 4030 Burrel (Support Command) ", with the framework agreement framework: 3,969,688 (three million nine hundred and sixty nine thousand six hundred and eighty eight) Lekë (excluding VAT) ;

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the **valid ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014,

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each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018, the average value of which should be not less than 40% of the value of the limit fund.
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded.
 2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation: Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
- a) License of the category "II.1.A.1 - Production, processing and wholesale distribution of food for people", issued by the National Business Center.
 - b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
 - c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - d) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

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3. The economic operator must dispose of a minimum of 1 (one s) tool refrigerated transport for the transport of products ush qimore, owned or leased, certified by the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 4 (four) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:

- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
- Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	1
4	driver	1
	total	4

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
- b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
- c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
- d) For the driver: employment contract, workbook and driving license category - B.
- e) Employees with the above professions must appear in the payroll of the economic operator for the required period.

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5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 18 " Cooking and food distribution service for the Military Unit no. 4030 Kukës (Support Command) ", with funding from the framework agreement: 3,969,688 (three million nine hundred and sixty nine thousand six hundred and eighty eight) Lekë (excluding VAT) ;

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

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If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

a. Notarized agreement according to which the merger of economic operators is officially established;

b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

a. *Bid Form, according to Annex 1;*

b. *Declaration for submission of independent bids, according to Annex 1/1*

c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*

ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

d. *Declaration on Conflict of Interest, according to Annex 6;*

f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*

e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of **society ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .

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4. The economic operator must present the **valid ISO 14001** certificate or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018, the average value of which should be not less than 40% of the value of the limit fund.
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded.
 2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation: Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
- a) License of the category "II.1.A.1 - Production, processing and wholesale distribution of food for people", issued by the National Business Center.
 - b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the

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development of cooking activity and food distribution, for this environment.

- c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
 - d) Certificate of fire protection and rescue, issued by the competent body charged by law.
 - e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must dispose of a minimum of 1 (one s) tool refrigerated transport for the transport of products ush qimore, owned or leased, certified by the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 4 (four) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020
- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	1
4	driver	1
	total	4

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
- b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment

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contract, workbook, health booklet.

- c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 19 " Cooking and food distribution service for the Military Unit no. 5008 (Doctrine and Training Command) ", with the framework agreement framework: 47,210,488 (forty seven million two hundred and ten thousand four hundred and eighty eight) Lekë (without VAT) ;

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".

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- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

- 1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
- 2. Valid Certificate of society **ISO 22000 or the equivalent of his** - the management systems of

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food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001** or the equivalent of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.

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➤ Documentation proving the lease:

- Lease contract.

- a) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ Documentation proving ownership:

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ Documentation proving the lease:

- Lease contract.
 - a) circulation permit,
 - b) certificate of technical control of road vehicles,
 - c) police officers for compulsory vehicle insurance,
 - d) hygienic-sanitary approval act.

4. *The economic operator must have not less than 13 (thirteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:*
 - *A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.*
 - *Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.*

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

Nr.	Profession	Number of employees
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	8
4	driver	2
	total	13

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For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
 6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

***Note:** The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 20 " Cooking and food distribution service for the Military Unit no. 5009 (Doctrine and Training Command) ", with funding from the framework agreement: 23,664,350 (forty seven million two hundred and ten thousand four hundred and eighty eight) Lekë (without VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*
- d. *Declaration on Conflict of Interest, according to Annex 6;*
- f. *Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. *Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

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1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the valid **ISO 14001 certificate** or its equivalent - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .
2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation:
 - a) Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**

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- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation certifying the loan:**

- Loan contract.

➤ **Documentation proving the lease:**

- Lease contract.

- b) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- c) b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- d) c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- e) d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- f) e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.

3. The economic operator must have at least 1 (one) vehicle for refrigerated transport, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:

➤ **Documentation proving ownership:**

- Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.

➤ **Documentation proving the lease:**

- Lease contract.

- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.

4. The economic operator must have not less than 10 (teen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
- A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May 2020.

- 4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

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Nr.	Profession	Number of employees
1	chef	1
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	7
4	driver	1
	total	10

For employees with the above professions, the Economic Operator must submit:

- a) For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - b) For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - c) For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - d) For the driver: employment contract, workbook and driving license category - B.
 - e) Employees with the above professions must appear in the payroll of the economic operator for the required period.
5. The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
6. The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidding economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub- floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the documentation declared and submitted in compliance with the cumulative criteria does not meet the economic-financial capacities and technical capacities for all Lots where the economic operator has offered, it will be disqualified from all Lots where it has offered.*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification.

Appendix 8

[Appendix to be completed by the Contracting Authority]

Lot 21 " Ready- to- eat service and food distribution for the Military Unit No. 5010 (Doctrine and Training Command) ", with funding from the framework agreement: 76,003,109 (seventy-six million three thousand one hundred and ninety) Lekë (excluding VAT);

1. GENERAL CRITERIA OF APPOINTMENT / QUALIFICATION

The bidder must declare that:

- a) It is registered in the National Business Center and has a procurement facility in the field of activity. In case the bidder is a non-profit organization, it must declare that it is registered as a legal entity, according to Law No. 8788, dated 07.05.2001 "On Non-Profit Organizations".
- b) is not in the process of bankruptcy, (active status)
- c) has not been convicted of a criminal offense under Article 45/1 of the LCP,
- ç) has not been convicted by a final court decision, for offenses related to professional activity.
- d) has paid all obligations for the payment of taxes and social security contributions , according to the legislation in force.

Even the foreign bidder must declare that he meets all the requirements listed above by submitting a written self-declaration.

If the language used in the procedure is Albanian, then the documents in a foreign language must be accompanied by a notarized translation into Albanian .

In cases of merger of economic operators, each member of the group must submit the above-mentioned self-declaration.

General Admission Criteria should not be altered by contracting authorities.

These criteria must be met by submitting the written self-declaration of the subject, on the day of opening the bid, according to Annex 7.

In any case, the contracting authority has the right to perform the necessary verifications on the veracity of the information declared by the economic operator as above.

In addition, if the offer is submitted by a merger of economic operators, they must be submitted:

- a. Notarized agreement according to which the merger of economic operators is officially established;
- b. Special power of attorney.

2. SPECIAL QUALIFICATION CRITERIA

1. The candidate / bidder must submit:

- a. *Bid Form, according to Annex 1;*
- b. *Declaration for submission of independent bids, according to Annex 1/1*
- c. *Securing the offer, according to Annex 3 (in the amount of 2% of the Lot's framework agreement fund) ;*
- ç. *Statement on the fulfillment of technical specifications, according to Annex 5;*

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- d. Declaration on Conflict of Interest, according to Annex 6;*
- f. Statement on guaranteeing the applicability of legal provisions in labor relations according to Annex 7/1;*
- e. Certificate confirming the payment of all matured liabilities of electricity of energy contracts that the economic operator that is registered in Albania has.*

3. The candidate / bidder must submit :

3.1 Legal capacity of economic operators:

1. Economic operator must submit a valid certificate that certifies the quality of the company's management, **ISO 9001 or equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
2. Valid Certificate of society **ISO 22000 or the equivalent** of his - the management systems of food safety. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.
3. Valid certificate certifying the quality of health and safety management **ISO 18001 or ISO-45001 or the equivalent** of his . The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania .
4. The economic operator must present the **valid ISO 14001 certificate or its equivalent** - Environmental Management Systems. The certificate must be issued by a conformity assessment body accredited by the national accreditation body or international accredited bodies recognized by the Republic of Albania.

In case of merger of economic operators, according to article 74 of DCM-914 dated 29.12.2014, each economic operator must submit ISO certificates according to the items of works / goods / services that I will undertake to realize according to the agreement act.

3.2 Economic and financial capacity:

1. Copies of annual turnover declarations or certificate from the tax administration, for the turnover realized in the last three years 2016, 2017, 2018 , the average value of which should be not less than 40% of the value of the limit fund .
2. Certified copies of balance sheets of the years: 2016, 2017, 2018 submitted to the relevant tax authorities.

3.3 Technical capacity

1. Economic operator must submit proof of service of previous, similar, realized during the three (3) years from the date of the proceeding, in an amount not less than 40% of the value of the fund's limit. The realization of similar services must be confirmed by the following documentation:
 - When for similar services have been performed with state institutions, the economic operator must submit the certificate issued by the state institution for the realization of services or sales tax invoices.
 - When for similar services have been performed with private entities, the economic operator must

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submit the relevant sales tax invoices where the dates, amounts and quantities of supplied services have been recorded .

2. The economic operator must prove that it has at least 1 (one) environment, where it carries out the activity of serving and cooking food, for which it must submit the following documentation: Documentation proving ownership or usufruct or lease as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation certifying the loan:**
 - Loan contract.
 - **Documentation proving the lease:**
 - Lease contract.
- a) License of the category “II.1.A.1 - Production, processing and wholesale distribution of food for people”, issued by the National Business Center.
- b) Type C environmental permit, code III.1.A, issued by the National Business Center, for the development of cooking activity and food distribution, for this environment.
- c) Hygiene-sanitary approval act for this environment, issued by the competent body charged by law.
- d) Certificate of fire protection and rescue, issued by the competent body charged by law.
- e) The economic operator must declare the fulfillment of the technical-technological standards for the environment where it exercises the activity of serving and cooking food.
3. The economic operator must have at least 2(two) transport vehicles one of which must be refrigerated, for the transport of food products , owned or leased, certified with the relevant documentation, as follows:
 - **Documentation proving ownership:**
 - Certificate of ownership issued by the institution authorized by law or sales contract and / or gift contract or any other document by which the right of ownership is acquired according to the Civil Code of the Republic of Albania.
 - **Documentation proving the lease:**
 - Lease contract.
- a) circulation permit,
- b) certificate of technical control of road vehicles,
- c) police officers for compulsory vehicle insurance,
- d) hygienic-sanitary approval act.
4. The economic operator must have not less than 16 (sixteen) persons employed in the food service sector, insured for the period March 2020 - May 2020. To prove this point, the economic operator must submit:
 - A certificate from the tax administration for the average number of employees for the period March 2020 - May 2020.
 - Payroll (E-Sig 025) confirmed by the Tax Administration for the period March 2020 - May

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2020.

4.1 Employees employed in the food service sector must have at least 1 year of work experience by profession in the following table :

N r .	Profession	Number employees of
1	chef	2
2	Mercollog / Chemist / Technologist	1
3	Assistant Chef / Cooking Service	11
4	driver	2
	total	16

For employees with the above professions, the Economic Operator must submit:

- For the chef: qualification diploma or certificate, employment contract, workbook, health booklet .
 - For the radiologist / chemist / technologist: diploma or qualification certificate, employment contract, workbook, health booklet.
 - For the help of cooks / cooks: work contracts and workbooks, health booklet.
 - For the driver: employment contract, workbook and driving license category - B.
 - Employees with the above professions must appear in the payroll of the economic operator for the required period.
- The economic operator must submit a statement stating that from the last audit carried out by the National Food Authority (AKU), the economic operator has shown that it operates in accordance with legal requirements.
 - The eco- friendly operator must declare that it undertakes with its own means the cooking and distribution of food for military personnel during operations / exercises / emergencies abroad, the deployment of units within the territory of the Republic of Albania.

Note: *The bidder economic operator in more than one Lot, must have economic-financial capacities (sub-item 1 of section 3 .2, of special qualification criteria) as well as technical capacities (sub-floor 1, 3 and 4 of section 3 .3, of the special qualification criteria), how much the amount of lots for which it has offered, taken together. In this case, the bidding economic operator in more than one Lot must submit a statement listing the documents submitted in compliance with the cumulative criteria for the specific Lot. In case the declared and submitted documentation in fulfillment of the cumulative criteria does not meet the economic-financial capacities and technical capacities for all the Tears where the economic operator has offered, he will be disqualified from all the Tears where he has offered*

All documents must be originals or notarized copies. Cases of non-submission of a document, or false and inaccurate documents, are considered as conditions for disqualification

Annex 9

[Annex to be filled by the contracting authority]

TECHNICAL SPECIFICATIONS

Sh tojca 9

[Appendix to be completed by the Contracting Authority]

TECHNICAL SPECIFICATIONS FOR ALL LOTS (LOT 1 TO LOT 21)

The economic operator will provide all food items according to the norms of calories approved in DCM no. 88 dated 28.01.2008 " On the treatment with food of the effectives in the Armed Forces of the Republic of Albania " .

Cooking and preparation of food by the economic operator will be done within the premises of military structures. Departments of the wards can be leased to be used by private operators based on the legal and sub-legal acts in force and according to DCM no. 54, dated 05.02.2014 " lease, emphyteusis or other state property contracts "as amended .

1. The economic operator should have refrigerated transport vehicles for the transport of food products, which should be equipped with a hygienic-sanitary certificate issued by the competent bodies. The means of transport must be owned or leased with documents.
2. The economic operator shall make the distribution of cooked food according to the schedule to be determined in the appendix " Terms of reference", for all three meals of food in the designated place within the ward according to the approved distribution plan.

Water supply, energy.

- supply of water, energy, will be carried out on the basis of contracts entered into by the contractor and the respective supply companies. To ensure the continuity of electricity supply the economic operator, provide alternative sources of supply.
- drinking water supply will be provided by the current network of the contracting authority.

FOOD PROGRAM

1. Requests for cooking and food preparation

- The food service will be served warmly at the locations of the Armed Forces units in the quantities and calories determined by DCM no. 88 dated 28.01.2008 " On the treatment with food of the effectives in the Armed Forces of the Republic of Albania".

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- Contractor may use as an alternative the replacement norms based on the tables of the MoD Order no. 890, dated 18.06.2008 ” of food in the Armed Forces ”only in cases when these substitutions are reflected in the weekly food program and serves as an alternative to the basic rate food.
- It is not allowed in any case and for any reason to be replaced by the economic operator of food items that are determined according to the approved norms and the food program.
- Vegetables should always be used fresh and never canned and should meet the relevant conditions according to STASH. The food products that will be processed will be deposited in the kitchen premises of the Contracting Authority and will be accompanied by the relevant analysis sheet.
- Meat must be beef, first quality and accompanied by a veterinary medical report, based on the specifications reflected in STASH 1441/87.
- Variety of food will be according to the season, defined in the program and the weekly menu that is drafted by the responsible logistical structure in the wards, the quantity and quality based on the allowed norms, calories and substitutions.
- The weekly food program will also have the confirmation of the economic operator who will implement the daily and weekly food menu program according to the program approved by the Contracting Authority.
- The diet plan will provide the right amount, quality and calories. The quantity and quality of food supplied by the entrepreneur must meet the conditions set by Law No. 9863 dated 28.01.2008 "On food" amended by Law No. 77, dated 28.10.2013 "On some changes and additions to no. 9863 date 28.01.2008 "On food".
- The organic staff of the economic operator must comply with the internal rules of the contracting authority and be provided with an entry sheet to enter the military units that exercise their private activity.
- The contractor undertakes the cooking and distribution of food for the military personnel during the exercises outside the locations of the units within the territory of the Republic of Albania.

2. Food service

- Distribution of food will be done by the economic operator with his equipment in the canteens of the Contracting Authority. The service will be performed by self-service: with trays, spoons, forks, knives, cards and cups. Available to everyone will be a holder for holding olive oil, vinegar, salt, various spices, canes and glasses for natural water.
- At the end of the meal the contractor must place special moving carts, distributed in the hall, for taking the trays and unwashed dishes leaving the tables clean for what will come next.

3. Hygienic-sanitary requirements.

- The economic operator must guarantee and provide fresh food, protected from

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contamination.

- The health service has the right to control according to the law on the sanitary inspectorate. Foods will be tested for biological, chemical and physical analysis to ensure nutrition standards.
- The economic operator must respect the rules of hygiene for washing, cleaning vegetables, fruits, etc. and their preparation for cooking.
- The kitchen staff and food distribution should be equipped with appropriate health card by the Inspectorate hygiene.
- The service personnel should have a uniform where the logo of the economic operator can be clearly distinguished.
- The contracting authority determines the place of waste disposal for the economic operator. The economic operator is obliged to deposit the packaged waste in the place of their disposal (waste bins).
- Transportation and evasion of waste by the economic operator must be done every day outside the territory of the Contracting Authority with its own means in the places designated by the municipality / administrative center, the area of responsibility.

4. Requirements of food management and organization (Control and daily force)

- The economic operator must at all times accompany the cooked food with the relevant documentation (sheet - exit and bonds) until its full consumption.
- activity of the food distribution service will be subject to controls by the Contracting Authority for the food service and its functioning.
- The Contracting Authority monitors the implementation and realization of the contract during the entire contracted period and imposes the relevant sanctions for non-realization according to the provisions in the contract.
- The contracted authority is obliged to store in special boxes in the kitchen environment the samples of cooked food that is distributed for meals for all three meals. The shelf life of the samples is 24 hours. When there are claims about the quality of food, this deadline lasts until the problem is solved.
- The economic operator through the relevant structures will reconcile with the Contracting Authority every month for the daily rations ordered according to the respective norms, based on the report-situations issued by the staff of the ward, as well as the monthly summary statement.
- Liquidation of the value of cooked food will be performed at the end of each month based on the ordered daily force, certified with the relevant documentation of daily consumption, throughout the month, specified in the contract, according to the monthly deed-agreement signed by both parties (from the ward side will be signed by the Supply Specialist, staff and logistics chief), in quantity and value.
- Food cooked according to the norms, to be accompanied by a daily exit document.
- cooked food should be distributed by the entrepreneur after having checked and signed for each meal, the representatives of the Contracting Authority in the book of food control, which stands near the kitchen and stored (by the Guard Officer).

TABLE OF BASIC REGION OF DAILY EXERCISE**IN CALORICAL VALUES Link no. 1 - Food rate 3 meals (4300 K / Kal)**

Nr.	article	the measure	Quantity with three meals	K / Kal with three meals
1	Massive Wheat Bread	gr	600	1603
2	Rice	gr	60	218
3	Pasta	gr	50	1 84
4	Legume	gr	60	186
5	Fresh Beef	gr	200	320
6	Cooking Oil	ml	30	270
7	Salad Oil	ml	10	90
8	Butter	gr	30	235
9	Sugar	gr	50	196
10	Salam Or Bacon	gr	50	231
11	White Cheese	gr	40	123
12	Fresh Milk	ml	300	183
13	Egg	grains	1	79
14	Cooking Vegetables	gr	350	130
15	Salad Vegetables	gr	150	60
16	Fresh Fruit	gr	250	125
17	Marmalade	gr	30	67
18	Dressing	gr	3	0
19	Mountain Tea	gr	1	0
20	Salt	gr	10	0
21	Seasoning	gr	0	0
	Amount			4300

TABLE OF ITEMS FOR FOOD extension 500 calories**Link no. 2**
Additional food rate (5 00 K / Kal)

Nr.	article	the measure	amount	K / Calorie
1	Biscuits	gr	50	250

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2	chocolate	gr	25	104
3	egg	grains	1	79
4	Fresh beef	gr	42	67
	amount			500

TABLE STRUCTURE OF FOOD IN caloric value.

Link No.3

Food rate 1 meal (1738.8 K / Kal)

Nr.	article	the measure	amount with a meal	K / Kal with a meal
1	Massive wheat bread	gr	200	534
2	rice	gr	50	183
3	pasta	gr	50	183
4	legume	=	=	=
5	Fresh beef	gr	120	192
6	Cooking oil	ml	15	135
7	Salad oil	ml	10	90
8	butter	gr	10	75.8
9	sugar	=	=	=
10	Salam or Proshute	=	=	=
11	White cheese	=	=	=
12	Fresh milk	ml	=	=
13	egg	grains	1/2	39
14	Cooking vegetables	gr	200	114
15	Salad vegetables	gr	150	85
16	Fresh fruit	gr	200	108
17	marmalade	=	=	=
18	dressing	gr	2	=
19	Mountain Tea	=	=	=
20	salt	gr	5	=
21	seasoning	=		
	amount			1738.8

5. REQUIREMENTS FOR THE MAIN PERSONEL

- The economic operator undertakes regular employment contracts for service personnel by making social security payments.
- All employees of the economic operator must be equipped with uniforms and appropriate signs of the company.

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- The economic operator must provide all the tools and equipment with all the hallmarks of the company.
- The economic operator will replace any employee if the Contracting Authority finds that the person commits illegal actions or is quite dissatisfied with the work of this person.
- Employees must behave with politeness and courtesy both during the development of the service and during the circulation within the premises of the ward.
- Personnel will be provided with health booklets by the Health Sanitary Inspectorate.

6. Organizational structure of food service personnel. For the preparation and distribution of food in the structures of the Armed Forces, private operators must have in their organizational structure's personnel such as:

Chef / Cook er; Culinary assistant / food distributor; Food Technologist / Merceologist or Chemist; Driver.

Technical Specifications for Special Group Food

Technical Specifications for article

“SUGAR”

Based on STAZH.....1413/87

Type: Sugar

1. Outward appearance: Powder composed of fine and uniform crystals. Free of compressed sugar or foreign matter. It should be dry to the touch and not sticky.

Color: White and glossy.

Smell and taste: Sweet taste. Without foreign taste and smell when it is crystalline and digested in pure water.

Solubility: Digested completely in water. The tincture is translucent and colorless.

Physico-chemical indicators:

- 1. Humidity in % no more than... 0.16 (for storage effects).**
- 2. Pure sugar calculated on absolutely dry matter in% not less than 99.6.**
- 3. Reducing matter (invert sugar) in % not more than 0.1.**
- 4. Ash at % not more than 0.07.**
- 5. Iron mixture sized up to 0.3 mm, mg/1 kg not more than 3.**
- 6. Color by strain units (calculated on absolutely dry matter) in % not more than 1.**

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Mark:

- Manufacturer's name.
- Product name.
- Net weight or volume of product.
- Date of manufacture.
- Expiry date (Minimum Lifespan).
- Special storage conditions.
- Recommendations for use, if these significantly affect quality shelf life or food product values. This information should be given on the packaging or on the label.

Packaging: To be done in clean, dry polyethylene sacks, sewn to the throat with a weight of 25-50 kg. The label of the packaged product must be fixed so that it is not detached from the packing.

- Mandatory marketing notes should be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- If it is covered with a covering material all binding information should appear on the latter or the label of the packaging should be easily readable and not masked by the packaging.
- The name of the food product and its net content should be obvious at first glance.
- If the language on the original label is not acceptable to the consumer for which it is intended, an additional label containing the mandatory information in Albanian should be used.
- In case when the label has been replaced or supplemented with another mandatory marking, it must be point-by-point as the original label.
- The goods must be accompanied by a certificate of origin and laboratory analysis reports.

Technical Specifications for article

“BEANS”

Based on STAZH.....1723/87

Type: Dried white beans

Outward appearance: Healthy grains, clean in shape and size by type.

Color: White

Smell and taste: Characteristic of white, bitter beans, no mold odor and other foreign odor. After the boiling there is a pleasant smell.

Physico-chemical indicators:

1. Humidity in % no more than15(for storage effects)
2. Foreign materials not more than.....0.8
3. Broken grains in % no more than.....13

- 5.Undeveloped yellow grains and wrinkled in % not more than1
6-Grains mixture in % no more than..... 2.2
7-Mineral substances..... not allowed
8-Barn damager,damages from insects.....not allowed

Packaging: To be made in clean, dry polyethylene sacks, sewn to the throat with a mass of 25-50 kg.

Mark:

Manufacturer's name.

Product name.

Net weight or volume of product.

Date of manufacture.

Expiry date (Minimum Lifespan).

Special storage conditions.

Recommendations for use, if these significantly affect quality shelf life or food product values.
This information should be given on the packaging or on the label.

Packaging: The label of the packaged product must be fixed in such a way that it is not detached from the packing.

Mandatory marketing notes must be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.

If it is covered with a covering material all binding information should be on the latter or the labeling of the packaging should be easily readable and not masked by the packaging.

The name of the food product and the net content should be obvious at first glance.

If the language on the original label is not acceptable to the consumer for which it is intended, an additional label containing the mandatory information in Albanian should be used..

Where the label has been replaced or supplemented by another mandatory marking, it must be exactly as to the original label.

The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical Specifications for article

“PASTA”

Based in STAZH.....1170/87

Type: Simple pasta Spageti

Color: White with yellowish tinge. The fractures are glassy in no less than half the section surface.

Smell and taste: Good, characteristic of pasta, with no bitter sour mild taste and no other foreign smell.

After the boiling it smells nice.

Physico-chemical indicators:

1. Humidity in % no more than13(for storage effects).

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2. Acidity in %, sulfuric acid not more than.....0.16.
3. Increase the volume after boiling not less than..... twice.
4. Insects and other damagers.....not allowed.

Packaging: To be made on pure wrapping paper or polyethylene with mass 1kg.

In each package the permissible avoidance..... \pm 2%.

Mark:

Manufacturer's name.

Product name.

Net weight or volume of product.

Date of manufacture.

Expiry date (Minimum Lifespan).

Special storage conditions.

Recommendations for use, if these significantly affect quality shelf life or food product values. This information should be given on the packaging or on the label.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

- Mandatory marketing notes should be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- **If it is covered with a covering material all binding information should be on the latter or the labeling of the packaging should be easily readable and not masked by the packaging.**
- **The name of the food product and the net content should be obvious at first glance.**
- **If the language on the original label is not acceptable to the consumer for which it is intended, an additional label containing the mandatory information in Albanian should be used..**
- **Where the label has been replaced or supplemented by another mandatory marking, it must be exactly as to the original label.**
- **The goods must be accompanied by a certificate of origin and a laboratory analysis report.**

Technical Specifications for article

“RICE”

Based in STAZH.....1738-87

ZV1451-85, 1738-84

GroupK-12

KDU664-71 “rice”

Type: Bare rice of first quality.

1. **Outward appearance:** Healthy, clean grains completely stripped of rice husk, with no signs

of mold or decay.

2. **Color:** White.

3. **Smell and taste:** Characteristic of healthy rice, without sour taste, bitter, odorless, mold and other foreign odor.

Physico-chemical indicators:

1. **Humidity in % not more than15(for storage effects)**
2. **Foreign matter (millet, weeds, straw, hull, empty grains, etc.% no more than 0.2**
3. **Undeveloped green grains in % not more than.....0.3**
4. **Broken grains smaller than half in % not more than..... 12**
5. **Red grains in % not more than..... 5**
6. **Yellow grains in % not more than..... ...2**
7. **Grist grains in % not allowed**
8. **Mineral substances in % not allowed**
9. **Barn damager.....not allowed**
10. **Grains spoiled by self-heating, sprouted, spoiled, blackened.....not allowed**
11. **Stripped grains.....not allowed**

Packaging: To be done in clean, dry polyethylene sacks, sewn to the throat with a mass of 25-50 kg.

Mark:

- Manufacturer's name
- Product name.
- Net weight or volume of product.
- Date of manufacture.
- Expiry date (Minimum Lifespan)
- Special storage conditions.
- Recommendations for use, if these significantly affect quality shelf life or food product values. This information should be given on the packaging or on the label.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

- Mandatory marketing notes should be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- If it is covered with a covering material all binding information should be on the latter or the labeling of the packaging should be easily readable and not masked by the packaging.
- The name of the food product and the net content should be obvious at first glance.
- If the language on the original label is not acceptable to the consumer for which it is intended, an additional label containing the mandatory information in Albanian should be used.
- Where the label has been replaced or supplemented by another mandatory marking, it must be exactly as to the original label.
- The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical Specifications for article

“OLIVE OIL ;STAZH 102-87”

Organo-leptic markers: The appearance should be clear and without any turbulence.

- The color should be yellow to light green.
- The characteristic smell and taste of olive oil.
- Must not contain foreign matter, be refined, acidity should not exceed 0.5%.

Packaging in 0.5-1 liter glass or transparent plastic bottles labeled with standards.

It should not be mixed with other oils and conservant.

Other physico-chemical indicators according to STAZH.

Mark:

Manufacturer's name.

- Product name.
- Net weight or volume of product.
- Date of manufacture.
- Expiry date.

Special storage conditions.

Recommendations for use, if these significantly affect quality shelf life or food product values.

This information should be given on the packaging or on the label.

The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical Specifications for article

“REFINED SUNFLOWER OIL”

Based in STAZH.....203 2003

1. **Outward apperance:** In degrees Celsius... clear oily liquid without deposits.
2. **Color:** Light Yellow’
3. **Smell and taste:** Characteristic of sunflower oil, good, tasteless and odorless.

Physico-chemical indicators

1. The acidity expressed in oleic acid not more than.....0.2 g\100g oil
2. Specific mass at 20 degrees Celsius0,918-0,923
3. Moisture and flying matter in 105 °C %, not more than..... 0,2
4. Number of saponification in mg KOH\g oil.....188-194
5. Iodine number according to Hanus118-141
6. Insoluble matter in ether or benzene, in %, not more than.....0.05
7. Soap content in %, not more than.....0.005
8. Unapologetic Substances in not more than.....15g\kg
9. Number of peroxides not more than.....10 mek O₂ aktiv\kg oil
10. Refraction indicators.....1,461-1,468

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1. Content of microelements, mg/kg oil not more than:

- Iron1,5
- Copper.....0,1
- Lead0,1
- Arsenic0,1

The above indicators are mandatory.

Packaging: with internally lacquered metal boxes with suitable material for product, food or plastic (PET) size 1-5 liters with metal or plastic cork with PVC tape with corresponding stamp.

The bottles are packed in well-sealed cardboard boxes or other suitable material .

Avoidance in volume is up to $\pm 1\%$.

The label affixed to each package.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

- Mandatory marketing notes should be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- If it is covered with a covering material all binding information should be on the latter or the label of the packaging should be easily readable and not masked by the packaging.
- The name of the food product and its net content should be obvious at first glance.
- If the language on the original label is not acceptable to the consumer for which it is intended, an additional label containing the mandatory information in Albanian should be used.
- In the case where the label has been replaced or supplemented by another mandatory note, it must be exactly as in the original label.

Mark: The label shall specify the food product labeled refined sunflower oil, the name of the manufacturer, the raw material used for the production of the food product, special storage conditions, recommendations.

The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Set the date of manufacture on plastic or metal packaging.

Expiry Date (Minimum lifespan)

Each batch of goods must be accompanied by certificates of origin and laboratory analysis reports

Technical Specifications for article

“IODIZED SALT”

Based in STAZH.....1437/01.07.1995

Type: Processed and ground edible salt for use in the kitchen.

View: Granular mass

Color: White

Smell and taste : Salty, tasteless and foreign smell .

Physico-chemical indicators:

1. Minuteness in mm0.2 – 2
2. Chloride in dry matter in %,.....not less than 98
3. Chloride Mg in dry matter in %,.....not more than 0.3
4. Sulphate Mg in dry matter in %,.....not more than 0.9
5. Sulphate Ca in dry matter in %,.....not more than 0.2
6. Insoluble matter in dry matter in %,.....not more than 0.3
7. Humidity in %,.....not more than 1
8. Potassium iodide mg\kg..... 50 + - 3

Salt to meet all hygienic requirements and norms approved by the Ministry of Health.

Packaging: To be done in clean bags or food polyethylene, opac weighing 1 - 25 kg.

Mark:

- Manufacturer's name.
- Product name.
- Net weight or volume of product.
- Date of manufacture.
- Expiry date.
- Special storage conditions.
- Recommendations for use, if these significantly affect quality shelf life or food product values. This information should be given on the packaging or on the label.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

- Mandatory marketing notes must be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- If it is covered with a covering material all binding information must be on the latter or the label of the packaging should be easily readable and not masked by the packaging.
- The name of the food product and its net content should be obvious at first glance.
- If the language on the original label is not acceptable to the consumer for which it is intended an additional label containing the mandatory information in Albanian should be used..
- Where the label has been replaced or supplemented with another mandatory note, it must be point-by-point as the original label.
- The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical Specifications for article

“WHEAT FLOUR”

Based in STASH1455\87

Type: Wheat flour with radius 80 %

Sensory indicators:

Color: Lightly white to yellow depending on the type of grain.

Hymn pieces are invisible with radius 80 %.

Smell and taste: Characteristic of wheat flour, no mold odor, no bitter and sour taste and no foreign odor and taste. No crackle are allowed.

Physico-chemical indicators

Humidity ,%, not more than..... 14

Acidity expressed in sulfuric acid in absolutely dry matter %, not more than.. . 0.115

Soluble ash, in absolutely dry matter %,..... not more than 0.9

Insoluble ash in 10% hydrochloric acid; in absolutely dry matter,%,
.....not more than 0.1

Grinding: For grinding flours in cylinder mills:

In the metal sieve no.54,%,..... not more than 2

In the silk sieve 5 xxx,%,.....not more than 5

Wet gluten ,%, not more than..... 25

Mineral matternot allowed

Metalic mixture.Lead, zinc and copper..... not allowed

It is allowed to contain iron in the form of crumbs under 0.3 mm,not more than 3mg.g

Pathogenic microorganisms, live barn infestations and pests,..... not allowed

Packaging and transportation.

Packaging is done in clean polythene bags sewn to the throat with a weight of 25-50kg.

The label shall bear the following information on the packaging.

Production enterprise.

The type of flour.

Production date and expiration date.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

Mandatory marketing notes must be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.

If it is covered with a covering material all binding information must be on the latter or the label of the packaging should be easily readable and not masked by the packaging.

Transport must be carried out with clean means protected from atmospheric factors by applying hygienic-sanitary rules for the transport of foodstuffs.

Technical Specifications for article

“BREAD”

Based in STASH1411/87

Type: Wheat bread with flour radius 75 %

Sensory indicators

Crust: Polished, without bubbles, without cracks and burnt parts and without breaking from the pulp.

Pulp: Evenly roasted, non sticky mass with evenly distributed puffs and no traces of unleavened flour. Lightweight compressive elasticity restores to its original state, non-crushing and without layers.

Smell and taste : Pleasant toasted bread, with no bitter, sour, mildew or foreign taste. No crack is allowed.

Form : Regular without compression or deformation.

Foreign matter:.....not allowed.

Physico-chemical indicators:

- ❖ Humidity in % not more than.....45
- ❖ Porosity in % not more than70
- ❖ Acidity in degrees not more than.....4.5

The bread is sent for consumption not before..... 3 hours from baking time.

The measure according to the type of bread should respond to the mass ... 3-4 hours after baking time.

Packaging: The bread is packed in plastic boxes allowed for food products.

Bread is transported with clean means protected from damage and other atmospheric factors by applying hygienic-sanitary rules for the transportation of food products.

Technical Specifications for the article

“JAM”

FIRST QUALITY

Quality indicators of jam:

1. Outward apperance: Not shiny, un sugared, with uniform surface, where the marks of mold and fermentation are not allowed, without burned parts, fruit leafs, and other fermented parts.

2.Colour: Equal, characteristic of boiled fruits with sugar.

3.Taste and smell: With pleasant smell, characteristic of the fruit that prevails in the mixture, without foreign smell. The taste should be pleasant, sweet without taste of caramelization and fermentation, without a bitter taste or any other foreign taste.

6 Chemical indicators: 1. Reductive substances (invert sugar) not more than 0,1%. 2.Humidity not more than 0,16%. 3. Ash not more than 0,07%.

Packing:

-Must be packed hermetically in jars of glass, or plastic with weight 1-5 kg, labeled.

Marketing:

Name of the manufacturer.

Name of the product.

Net weight or the volume of the product.

Production date.

Expiration date.

Special conditions of conservation.

The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical specifications for the article

"TOMATOES SAUCE"

Based in STASH1429\87

Type: Tomatoes sauce

1. Outward appearance: Same mass with sauce consistency, not fibrous without seeds without parts of peels without caramelized parts rotten parts or fermented.

2.Colour: Intensive red characteristic of tomatoes sauce equal in the whole mass.

3.Smell and taste: Characteristic odour of the tomato without foreign taste and smell without taste of caramelization rotten or fermentation.

Physico-chemical indicators:

- Useful extract content according to the refractometer in %28 – 30
- Total acidity in relation to the extract expressed in acetic acid in % not more than 0.1.
- Total sugar content in % not more than..... 20.
- Chloride salts of the raw material itself in % no more than 1.3..... 2
- Sorbic acid content in mg / kg not more than.....600.
- Heavy metal content in mg / kg not more than
 - Zinc 20
 - Tin 250
 - Lead 0.4
 - Copper 30
 - Arsenic 0.4

Microbial load. Within the limits permitted by the Ministry of Health

In the tomato sauce is not permitted the content of foreign substances and the use of artificial colorants.

Packaging, marketing and labeling:

Packed in lacquered tin cans with weight 0.5 –1kg.

Every packing must have the label which must include the following data:

- Designation of the manufacturer
- Product designation gross mass, net.
- Composition of the product and method of use

Tender Documents

- Warranty period (production date and expiry date)

The sauce must be stored in dry place, clean, ventilated temperature below 28°C, humidity below 75 % protected from sunlight.

Transportation must be with covered vehicles, clean intended for the transportation of food products.

Packaging: The label of the packed product must be fixed in the way that will be not detached from the packing.

- Mandatory marketing notes should be clear, clearly visible, indelible, and easily readable in the normal conditions of purchase and use.
- If the product is covered with coating material all the mandatory information must be over the coating material or the label must be easily readable and not masked from the packing.
- The name of the food product and the net content should be noticeable at first glance.
- If the language in the original label is not acceptable for the consumer which is intended than an additional label that contains the mandatory information in the albanian language must be added.
- In the case that the label is replaced or completed with an other one, than all the mandatory notes must be equal, point by point as the original label.
- The goods must be accompanied by a certificate of origin and a laboratory analysis report.

Technical specifications for the article

“BISCUITS”

Biscuits: To be of good quality, with good taste, without marks of mold or decay, to be up to state standards, packed, with expiration date over one year from date of delivery.

Technical specifications for the article

“CHOCOLATE”

Chocolate article to be an industrial product, based on cocoa, good quality, good taste, no mold or decay, by state standards, packed, with expiration date over one year from date of delivery.

Technical specifications for the article

“MAUNTAIN TEA”

Type: Mauntain tea.

Smell and taste: Normal smell and taste characteristic of the tea. Quality: To be first quality, cleaned of herbs and impurities, without humidity, with its characteristic light green colour.

Packaging:

Must be packed.

Technical Specifications for Vegetables and Fruits

The food products, raw vegetables and fruits, accompanied with the analysis reports for each quantity of goods delivered.

The vegetables should be seasonal including all kinds like:

Tomatoes, onions, peppers, eggplants, carrots, leek, garbage, beans, okra, etc.

Technical Specifications for article

“PEAS”

Based on STAZH.....1713-88

Type. Peas for market first quality.

Quality requirements of the grain pea

1. **Outward appearance.** Green, fresh, cleaned and unbroken, with the cultivar colour, with the technic maturity and normal size of the cultivar.
2. Without mechanical damages, rust stains from anthracnose, ignition and decay.

Quality requirements of the legume pea

1. **Outward apperance.** Green, fresh, cleaned, ubroken, with the colour and size of the cultivar.
2. **Grains in the legumes.** With the normal size of the cultivar, well developed in the milky phase, bright green colour, and slim peel, fresh and sweet, without marks of woody.

3- Mechanical damages, rust stains from anthracnose, ignition and decay.

Allowed damaged5%.

Not allowed with rust stains from anthracnose with ignition and decay.

Packaging and labeling based on standard.....1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party is accompanied by a label where is marked

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“LEEK”

Based on STAZH..... 1759-88

Type. Leek for market first quality.

QUALITY REQUIREMENTS

Outward appearance. Fresh, cleaned, green, with white to green colour, unwithered and washed with drinkable water.

- Diameter at the thickest part, cm.over 2.5-3.5
- Stalk length in cm..... . 25-45
- Leaf length from rosette, cm,.....not more than 20
- The root system, cmnot more than 1.
- Damages and diseasesnot allowed

Packaging and labeling. Based on standard.....1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Leafy vegetables standardized in batches and linked as follows.

Leek linked in two places and settled in type crates.

Each vegetable party is accompanied by a label where is marked

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“TOMATOES”

Based on STAZH..... 1726-88

Type. Tomatoes for market first quality.

QUALITY REQUIREMENTS

Outward appearance. Fresh, with the typic form of the cultivar, full, cleaned, not impressed, without putrefaction and without stains from sunburn, untouched from diseases and the pests and not wet.

Maturity and colour. With normal maturity, red colour, lightly pink and green around the stem.

Tender Documents

Not allowed too matured tomatoes, softened and withered.

Damages and diseases.....not allowed.

Cracked, slightly damaged. For the medium and late types allowed not more than 5% cracks around the stem but without liquid leakage (calcified)

Grain size (the largest width diameter), cm, not less than:

The early ones5

The medium and late types..... 7

The medium and the late plumed (Length 5)

Packaging and labeling. Based on standard.....1799\88

Vegetables packed, divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“EGGPLANT”

Based on STAZH..... 1730/88

Type. Eggplant for market first quality

Quality requirements

Outward apperance. Characteristic of the cultivar. Fresh, clean with a smooth black to violet color surface colour. Normal maturity with green with weak nuances of violet leafs, not withered.

Diferent damages and diseases.....not allowed

Putrefaction, moldy, frozen..... not allowed

Size in cm.

- a) Diameter not more than
 - ❖ For the long ones 5
 - ❖ For the round ones..... 12
- b) Length of the stem in cm not more than..... 4

Packaging and labeling based on standard..... 1799\88

Tender Documents

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“CUCUMBER”

Based on STAZH..... 1754\88

Type: Cucumber for market first quality.

Quality requirements:

Outward apperance: Fresh with colour and form typic of the cultivar, with a slight bend.

The inner composition of the pulp: With strong pulp and liquefied. Seeds not developed and without strong crust.

Size:

- Width in cm (larger diameter).....not more than 5
- Length in cm.....not required

Mechanical damages (slight scratches in te peel) in %, touched by insects, purefied..... not allowed.

Packaging and labeling based on standard.....1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

Tender Documents

“PEPPERS”

Based on STAZH.....1756\88

Type: Peppers for market first quality

Quality requirements:

Outward appearance: Fresh with colour and form typical of the cultivar, fresh, clean, and with technical maturity

Damages in % (crushed, scratched) not more than 3

Taste. Characteristic of the cultivar. Allowed slightly spicy taste. Not allowed mixing the spicy and not spicy peppers.

Length, cm

- For the long onesover, 10
- For the round onesover, 7

Packaging and labeling based on standard1799\88

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technical conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“GABBAGE”

Based on STAZH.....1758-88

Type: Gabbage for market first quality

Quality requirements:

Outward appearance: Developed, with sheets wrapped, strong to the touch.

Allowed gabbages uncompressed.....not more than 5% of the party

Cleaning and length of the stalk: Cleaned and with green leaves, linked with the stalk, which must benot more than 3cm.

Different mechanical damages.....not allowed.

Tender Documents

Allowed not more than 5% of the party with light mechanic damages, slightly cracked and opened, and slightly damaged from frost.

Grain weight:

- For early cabbage, not less than..... 1 kg.
- For medium and late maturing cabbagenot less than 1.5 kg.
- For the cabbage of type “Drinishti” hybrid, etc.....not less than 0.8 kg.

Packaging and labeling based on standard..... 1799\88

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“ONIONS”

Based on STAZH..... 1755\88

Type: Green onions and dried onions first quality

Quality requirements:

Green onions:

Outward appearance: green, fresh, clean, washed with drinkable water, green colour leaves, uncracked, not withered and without featherbrain.

Allowed one featherbrain in the bundle unbroken and not longer than.....5 cm.

The diameter of the stalk in cm..... over 1.5

Length of the bundle in cm: with no limitation and with uncuted leaves.

Roots system in cm..... not more than 1

Mechanic damages in %not allowed

Yellow leaves wet, big featherbrain, longa and rotten.....not allowed

DRIED ONIONS

Outward appearance: With full maturity, with dry peel and stalk, healthy and full. In typical cultivar color and stalk length..... not longer than 7 cm.

Diameter in cm (the size of the grain)

- for ovals4-8

Tender Documents

- for all other kinds.....5-10

Mechanic damages (chills, stalks, diseases),

- With minor damage no more than1 % of the parties
- Foreign objects (chills, stalks) allowed not more than1 %).
- With diseases not allowed.

Frozen, Rotten, moldy..... not allowed.

Supply of dried onions knitted in strings of different lengths allowed. The weight of the material used for knitting in strings shall not exceed 6% of the total mass.

Packaging and labeling based on standard 1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Potatoes and dried onions packed in sacks.

Standardized leafy vegetables in batches and linked as follows.

Fresh onions and leeks tied in batches in two places and these placed in type crates.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“GARLIC”

Outward apperance:

With full maturity.

With dry peel and dry stalk, healthy and full. In typical cultivar color and stalk length with stalk length not longer than 4 cm.

Knitted in strings or with nets up to 250 gr.

Mechanic damages chills, stalks, diseases allowed not more than 1 % of parties, with lightly damages and 1 % of foreign objects (chills, stalks). Not allowed with deseases.

Frozen, rotten, moldy not allowed.

Packaging and labeling based on standard 1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Technical Specifications for article

“CARROTS”

Type: Carrots for market first quality

Quality requirements:

Outward appearance:

Fresh and with typical cultivar colour and shape, with slight bending.

Packaging and labeling based on standard 1799\88

Vegetables packed divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“PATATOES”

Based on STAZH 1729/88

Type: Summer and winter potatoes

Quality requirements:

Outward appearance: Full, strong, clean and dry, not green, not colored, not sprouted and with typical cultivar bud.

Maturity: Matured grains.

Size of the grain (larger diameter) in cm over

- ❖ for winter rounds,5;summer, 4
- ❖ for oval winter and summer ones..... 4
- ❖ for the protracted ones3.5

Allowed: lightly green in % no more than.....3 for the winter ones;1 for the summer ones

- a) sprouted in % not more than 1 % for the winter ones and not allowed for the summer ones
- b) lightly withered at % no more than 3 for winters and 2 for summers
- c) cracks, cuts and cracks from the blows %not allowed
- d) Rotten from humidity, self-heating, phytophores, frosts, from diseases and pests not allowed.
- e) Scabies with a wound up to 1/5 of the surface area at % not more than1.

Tender Documents

- f) Stains with ash colour and rusty not more than1/5 of the surface of the grain not allowed.
- g) Worm damages in % no more than1
- h) Damages from mole of crickets.....not allowed.

Based on STAZH..... 1789\88

Mature grains for summer potatoes allowed with peels that is removable

For the winter potatoes not allowed that, the peel is removable from the pulp.

Clean in the surface with form, colour and typical cultivar buds.

Not allowed..... grains of green, withered, sprouted, cracked, cracked on the surface and touched on the pulp.

Packaging and labeling based on standard 1799\88

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

The potatoes packed also in sacks.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“OKRA”

Based on STAZH..... 1491 –88

Type. Okra for the market first quality.

Quality requirements:

1. **Outward apperance.** Fresh, healthy and clean, with normal strings for the cultivar and with seeds that can be easaly seen, with straight form, easily deformed. With a multilayered prism shape narrowing to the top, unbroken and threadless.
2. **Length in cm**

Short okra not more than 6

Long okra not more than 8

Tender Documents

3. Different damages (mechanical, diseases from the chemicals).

Allowed not more than.....5% of the parties
with slight drying.

Not allowed with diseases.

4. Colour. Typical of the cultivar. Allowed not more than.....15% of the mass with different colour, except for the black colour.

5. Fruit construction. Soft fruits with small seeds in the milky stage. Allowed with overripe fruit.....not more than 2% of the mass.

Packaging and labeling based on standard 1799\88

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technical conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“GREEN BEANS”

Based on STAZH1760-88

Type. Green beans for the market first quality

Quality requirements:

Outward appearance and colour. They must be fresh, crisp, without filaments, typical of the cultivar. Grains in technical maturity. Rainfall stains of up to 3% of the party allowed. No dried ones allowed.

Flaming grains, crushed, moldy..... not allowed

Mechanical damages. Allowed slight damages (torn or broken) ...not more than 3% of quantity of the goods.

- **Rust stains**, in % not more than.....not allowed
- **From diseases** and chemical solutions..... not allowed

Packaging and labeling based on standard 1799\88

Tender Documents

Vegetables packed and divided by the cultivars in pure hard and dry crates produced according to the standards or the specific technic conditions in force.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“SPINACH”

Required first quality, crisp, moist, clean dark green color, not dried and washed with clean water, bounded in small bundels up to one kg.

- With cuted roots.
- The stalk length should not be more than 5 cm.
- No presence of other herbage.
- The leaves should be full with width up to 10 cm and length up to 20 cm.
- The leaves should be rust-free, worm-free, without mechanical damage, crisp and not dried.

Fruits should be seasonal including all kinds of: oranges, apples, pears, grapes, bananas etc.

Technical Specifications for article

“ORANGES”

Based on STAZH.....722\88

Type: Oranges for market first quality.

Quality requirements:

Outward apperance: Fresh, with normal development, healthy and with stalk.

Before and after 15 January, tailless grains of 5 and 20%, with full technical maturity, allowed.

Color, taste and aroma. Characteristic yellow color in orange with characteristic aroma and sweet taste in pungent, not bitter.

Grain size (larger diameter) in mm not less than70.

Tender Documents

Mechanical damagesnot allowed
Affected by diseases and insects..... not allowed
Rotten, moldy and fermented.....not allowed
Foreign subjects..... not allowed
Scratches on surface but without touching the pulp..... not allowed
Softening of the grains, freezing and moistening of the surface.....not allowed
Affected by oleoosis..... allowed 2-3 stains per grain
The content of the fertilizers should be in accordance with the norms approved by the Ministry of Health.

Packaging and labeling:

The fruits packaged separately by cultivars in crates produced according to the standards and technical conditions in force for each type of fruit and pure.
Fruits also wrapped in food-grade plastic bags or food nets sewn or glued together, which filled with, fruit placed in crates in such a way as to maintain the freshness and consistency of the fruit.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“APPLES”

Based on STAZH.....1752\88

Type: Apples for the market first quality.

Quality requirements:

Outward appearance: (Maturity, aroma and taste): fresh, with normal development, healthy and with stalk, with form, colour and taste of the cultivar, with no deformations with equal technical maturity. Without foreign aroma or taste.

Size of the grain (Widely cut, to the largest diameter).

- Cultivars with elongated grain of not less than.....70 mm
- Round grain cultivars not less than.....80 mm
- Small-grain cultivars not less than.....60 mm

Mechanical damages are not allowed

Affected by diseases and insects.....not allowed
Rotten, frozen, stains from Monilia (decay), foreign subjectsnot allowed

Tender Documents

From the worm (no gallery inside).....not allowed
From fuzyclade (chrome and droplet).....not allowed
All the above damages.....not allowed
Sun-induced spots on the skinnot allowed
Lumps (callus) on the skin..... not allowed
Stains from chemical solutions on the surface of the grain..... not allowed
The content of the fertilizers should be in accordance with the norms approved by the Ministry of Health.

Packaging and labeling:

The fruits packaged separately by cultivars in crates produced according to the standards and technical conditions in force for each type of fruit and pure.

Fruits wrapped in food-grade plastic bags or food nets sewn or glued together, which filled with, fruit placed in crates in such a way as to maintain the freshness and consistency of the fruit.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“TANGERINES”

Type: Tangerines for the market first quality.

Quality requirements:

Outward appearance: fresh, normal looking, healthy and tail-shaped. Before and after 15 January, tailless grains of 5% and 20% allowed, with full technical maturity. Color, taste and aroma. Characteristic yellowish orange color with characteristic smell and sweet taste therein, without bitter taste. Mechanical damages not allowed. Affected by diseases and insects are not allowed. Rotten, moldy and fermented not allowed. Foreign materials not allowed. Scratches on the surface but without touching the pulp not allowed. Softening of grains, freezing and moisture on their surface not allowed. Affected by oleosis are allowed 2 - 3 stains per grain. The content of the fertilizers should be in accordance with the norms approved by the Ministry of Health.

Packaging and labeling:

The fruits packaged separately by cultivars in crates produced according to the standards and technical conditions in force for each type of fruit and pure.

Fruits wrapped in food-grade plastic bags or food nets sewn or glued together, which filled with,

fruit placed in crates in such a way as to maintain the freshness and consistency of the fruit.

Each vegetable party accompanied by a label where is marked:

- Designation of the manufacturer
- Type of production
- Quality
- Gross and net weight

Transportation of fresh vegetables done with clean and protected from the damages of the atmospheric factors vehicles, implementing all the hygienic-sanitary rules for the transportation of food products.

Technical Specifications for article

“BANANAS”

First quality, fresh, normal-growth, in-batch quality, with full technical maturity required.

- The color should be green to yellow, with a pleasant smell and characteristic aroma of this cultivar.
- Average grain size.
- Mechanical damage not allowed.
- Brown spots indicating excess maturity not allowed.
- Skin scratches not allowed.
- Skin softening not allowed.

The packaging should be in standard cardboard boxes typical for banana trading. Goods accompanied with a quality label.

Technical Specifications for Meat, Meat Products, Eggs.

For processed meat products, economic operators must operate in compliance with applicable standards on food safety, conditions that must meet the requirements of food of animal origin as set forth in the Public Procurement Agency and National Food Authority Document dated 19.11.2018. “Recommendation on the Development of Specific Qualification Criteria and Technical Specifications for the Procurement of Foodstuffs” and Annex 1, attached herewith.

Technical specifications for the item

"FRESH VEAL MEAT"

Based in STAZH 1441\87

Type: Fresh veal meat first quality

Quality requirements:

Outward appearance: The surface of the meat is covered with a thin dry membrane. The surface of the meat after the cut is moist and bright, the juice comes out with difficulty and is transparent. The tendons are resilient and strong.

Colour : The beef is pink in color different from the cow in red and the ox in closed red. On incision the surface is bright, the color of fat is white in young animals, while in adult animals is yellow.

Aroma : Pleasant, characteristic of the type.

Colour yellow pink.

In the cut is bright.

Meat juice after boiling: Transparent and with good aroma, in the surface you can see the layers or spots of fat.

Microbial chemical indicators:

1. Soluble nitrogen, in mg, Ammonia (NH₃) per 100 g of product not more than.....20.
2. The acidity expressed in ph..... 5.2 to 6.4.
3. Reaction for negative sulfur hydrogen.
4. Microbial loads within the norms approved by the Ministry of Health.

Chemical and microbial indicators are analyzed only in cases where changes in meat are suspected.

Packaging and marketing;

Each meat party / chasses is accompanied by a veterinary certificate, which guarantees the safety of the meat product and certifies that it has not been affected by the disease but is safe and permitted to be marketed for public consumption.

The veterinary report stamp should be legible and any part of the chasses (shoulder, thigh and chest) should be sealed with the veterinary check stamp.

Meat transport within the district is done by means of clean and disinfected sealed containers specially for meat with temperature gauge (taograph).

Transportation outside the district should be done by auto-refrigerator.

Technical specifications for the item

“CANNED MEAT”

Based in STAZH.....1544-87zv with 1544-79,3211-83
ZV4003 –85
GroupJ-13
KDU664.93

This standard sets out the essential requirements for beef prepared with its own liquid, hermetically sealed and sterilized sealed containers (tin cannes).

As the raw material for the production of canned beef raw first quality.

In all cases, fresh slaughtered meat must be provided with a veterinary inspection certificate. For

Tender Documents

canned meat is used fresh (chilled) or unfrozen preserved meat.
Previously meat is selected from all tissues of low value.

Auxiliary materials.

- ❖ Clean dish salt
- ❖ Black pepper in grains
- ❖ Disinfected and dried laurel leaf
- ❖ Tin can

Nr	Designation	Treguesit
1	Taste and aroma	Characteristic of beef
2	Outward apperance of the box	Closed, no friction and mechanical deformation, no oxidation stains, no spray coating damage, no color stains allowed
3	Quantity of meat by mass can in % not less tan	72
4	Fat in % not more than	13
5	Salt in %	1-2
6	Content of heavy metal salts mg / kg not more than: Tin, copper, zinc, lead, arsenic	200, 10, 70, 2, 1
7	Microbial loads	Within the limits allowed by the Ministry of Health.
8	Meat consistency	Normally be resilient and maintain the morphological structure of the tissue.Colorful brown in cream.

Packaging, marketing and branding:

- Packed in tin cans and lacquered tin cans 100 - 500gr of product.
- The label with the inscription placed on each box
- Manufacturer's name.
- Canned type (canned beef)
- Date of production, net weight

Each box is labeled with:

- Manufacturer's name
- Product denomination, gross and net weight.
- Product content and method of use
- Date of production,
- Warranty period (Minimum shelf life)

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

1. Mandatory marketing notes must be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
2. If it is covered with a covering material all binding information must be on the latter or the label of the packaging should be easily readable and not masked by the packaging.
3. The name of the food product and its net content should be obvious at first glance.
4. If the language of the original label is not acceptable to the customer for whom it is intended, an additional label containing the mandatory information in the Albanian language should be used.
5. Where the label has been replaced or supplemented by another mandatory marking, it shall be

point by point as in the original label.

6. The goods must be accompanied by a certificate of origin and laboratory analysis reports.

Technical specifications for the item

"CANNED SARDINES WITH OLIVE OIL"

Based in STAZH.....1517\87

Type: Canned sardines with olive oil

Smell and taste: Pleasant, specific to canned sardine without taste and foreign smell.

Meat Consistency: To be compact, not mushy when carefully pulled out of the box.

Size: Sardines must be fully, allowed difference in length not more than..... 1.5 cm

Length of sardines must be not less than.....7 cm.

Oil clarity and the appearance of sardines in the tin: Oil after decanting must be clear.

The sardines are full cut straight with no blood stains and intestines.

Tail pieces and fish heads are not allowed.

Outward appearance must be regular.

Flaw of fish skin is allowed up to 20% of visible area with opening of the box.

Internal appearance of the tin: Blue violet stains are allowed.

Mass report in %..... sardines with oil 80 with $20 \pm 5\%$.

Foreign subjects in the floating part of the tailnot allowed.

Dish salt content in report with the net weight..... 1 – 2 %

Content of metal salts in mg / kg canned not more than:

- Tin 250
- Lead 2
- Copper 5

Packaging, marketing and branding:

- Packed in tin cans and lacquered tin cans hermetically closed with weight 100 – 200 gr.

The label with the following information is placed on the packaging:

- Manufacturer's name
- Product denomination, gross and net weight.
- Product content and method of use
- Warranty period , date of production, expiry date (Minimum shelf life)

Boxes and pipes are placed in cardboard boxes. On the box is placed:

- Manufacturer's name
- Product denomination
- Number of boxes
- Date of production, expiry date (Minimum shelf life)

Conservation and transportation

Canned with olive oil sardines must be stored in dry places, cleaned, ventilated, temperature up to 4 - 14 °C.

Transportation is done by covered, clean vehicles intended for transportation of food items.

Packaging: The label of the packaged product must be fixed so that it is not detached from the packaging.

- ❖ Mandatory marketing notes must be clear, clearly visible, indelible and easily readable under normal purchase and use conditions.
- ❖ If it is covered with a covering material all binding information must be on the latter or the label of the packaging should be easily readable and not masked by the packaging.
- ❖ The name of the food product and its net content should be obvious at first glance.
- ❖ If the language of the original label is not acceptable to the customer for whom it is intended, an additional label containing the mandatory information in the Albanian language should be used.
- ❖ Where the label has been replaced or supplemented by another mandatory marking, it shall be point by point as in the original label.
- ❖ The goods must be accompanied by a certificate of origin and laboratory analysis reports.

Technical specifications for the item

“SALAMI (SAUSAGE)”

With beef, veal or chicken composition, packaged in triple packs of cellophane of 250 gr, each fresh and fitted with a sanitary certificate, not to contain too much fat, the transportation of the goods made with refrigerated vehicles.

The meat should be pink and smell nice.

Goods must be accompanied by quality certificates with all parameters.

Technical specifications for the item

“CHICKEN EGGS”

Basedin në STASH..... 1515-85

Type. Chicken eggs

Quality requirements:

1. **Outward apperance.** Clean and without cracks. Allowed light impurity.
2. **Air chamber** (height), mm, not more than..... 9
3. **The egg white.** Dense pure and clean without blood stains (controlled by ovoscop)

Tender Documents

4. **The egg yolk.** Compact located in the central position slightly removable. Minor deviation from central position is allowed.
5. **Smell.** No smell of decay and another foreign smell.
6. **Weight.** In gr not less than..... 40.

Packaging

1. Eggs are packed in nest cartons with a capacity of 30 eggs each and in each carton are placed 12 pieces of nesting cartons.
2. The label shall be affixed to each packaging.
3. Manufacturer's name
4. Quantity
5. Date of production

Annex 10

[Annex to be filled in by the Contracting Authority in the Framework Agreement]

PLANNING OF CONTRACTS IN THE FRAMEWORK AGREEMENT

Service: Total number of contracts under Framework Agreement		
Contract No.	Contract Title	Brief Description of the contract

Tender Documents

01		
02		
03		
...		

Annex 11

The term of the framework agreement : 2 (two) years from the n ėnshkrimi the Framework Agreement for each Lot.

Quantities of expected the rate of food for 2 (two) years by lots are as the following :

**Lot 1 " Cooking service and food distribution for the Military Department no. 6620
(Military Police) " :**

Tender Documents

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	10,600	Military Department No. 6620, Rinas , Tirana .
2	3 (three) meals (4300 calories)	19,100	
3	Norma grocery additional h (50 0 calories)	2,160	

Lot 2 " service cooking and distribution of food to the Department Military no. 6630 (Battalion Support) " :

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	2,049	Military Department no. 6630, Rrapi i Treshit , Tirana
2	3 (three) meals (430 0 calories)	14.453	

Lot 3 " Cooking service and food distribution for the Military Department no. 6640 (ASNI) ":

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	16,400	Military Department No. 6640 , Rrapi i Treshit , Tirana .
2	3 (three) meals (4300 calories)	14,200	

Lot 4 "Cooking and food distribution service for Military Departments No. 1001, 1002, 1003, 1004 and 1020 (Land Forces) ";

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	212.240	Zall Herr, Tirana
2	3 (three) meals (4300 calories)	41.426	
3	Norma grocery additional h (50 0 calories)	14.754	

Tender Documents

Lot 5 : "Cooking and food distribution service for Military Unit No. 1010 (Land Forces)" ;

No.	Food rate	Quantities of expected the rate o f food for 2 (two) years	Place of performance of cooking and distribution service to s food t h coo ked
1	Meal Lunch (1738.8 calories)	51.840	Vau - Dejës garrison , Shkodë r
2	3 (three) meals (4300 calories)	33.320	
3	Norma grocery additional h (50 0 calories)	8,500	

Lot 6 : "Cooking and food distribution service for the Military Department no. 1030 (Land Forces)" :

No.	Food rate	Quantities of expected the rate o f food for 2 (two) years	Place of performance of cooking and distribution service to s food t h coo ked
1	Meal Lunch (1738.8 calories)	152,000	Poshnjë Garrison , Berat
2	3 (three) meals (4300 calories)	39.790	
3	Norma grocery additional h (50 0 calories)	14.240	

Lot 7: "Cooking service and food distribution for Military Departments No. 1040, 1050 (Land Forces)" ;

No.	Food rate	Quantities of expected the rate o f food for 2 (two) years	Place of performance of cooking and distribution service to s food t h c ooked
1	Meal Lunch (1738.8 calories)	204,000	Zall- Herr 2 garrison , Tirana
2	3 (three) meals (4300 calories)	37.280	
3	Norma grocery additional h (50 0 calories)	24,000	

Lot 8 : "Cooking and food distribution service for Military Department no. 1060 (Land Forces)" ;

Tender Documents

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	212.240	Babrru Garrison, Tirana
2	3 (three) meals (4300 calories)	41.426	
3	Norma grocery additional h (50 0 calories)	14.754	

Lot 9 : "Cooking service and food distribution for the Military Departments of the Navy - Pashaliman, Vlora" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	44880	Base - Pashaliman, Vlora
2	3 (three) meals (4300 calories)	46 080	
3	Norma grocery additional h (50 0 calories)	25200	

Lot 10 : "Cooking service and food distribution for the Military Departments of the Naval Force - Plapa, Durrës" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	21120	Base , Plepa , Durrës
2	3 (three) meals (4300 calories)	29520	
3	Norma grocery additional h (50 0 calories)	10800	

Lot 11 : " Service cooking and distribution of food to wards Military no. 3001, 3002, 3003 (Forces Air) " ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	1686	Garrison -

Tender Documents

2	3 (three) meals (4300 calories)	5120	Rinas , Tirana
3	Norma grocery additional h (500 calories)	590	

Lot 12 : "Cooking and food distribution service for Military Departments No. 3004, 3005, (Air Force)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	2552	Military Department - Kuçova , Berat
2	3 (three) meals (4300 calories)	4380	

Lot 13 : "Cooking service and food distribution for the Military Department no. 3006 (Air Force)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	10800	Military Department - Farka , Tirana
2	3 (three) meals (4300 calories)	14600	
3	Norma grocery additional h (500 calories)	1000	

Lot 14 "Cooking and food distribution service for Military Departments no. 4001, 4002, 4003, 4006, 4007, 4009, 4025, 4040, 4030 (Support Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	37 820	Department military - Ferraj , Tirana
2	3 (three) meals (4300 calories)	22652	
3	Norma grocery additional h (500 calories)	3160	

Lot 15 "Cooking and food distribution service for the Military Department no. 4030 Korça (Support Command)" ;

Tender Documents

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h co oked
1	Meal Lunch (1738.8 calories)	3430	Military Department no. 4030 Korça
2	3 (three) meals (4300 calories)	2190	
3	Norma grocery additional h (50 0 calories)	360	

Lot 16 : "Cooking service and food distribution for the Military Department no. 4030 Gjirokastra (Support Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h co oked
1	Meal Lunch (1738.8 calories)	2940	Military Department no . 4030 Gjirokastra
2	3 (three) meals (4300 calories)	1460	
3	Norma grocery additional h (50 0 calories)	360	

Lot 17 : "Cooking service and food distribution for Military Department no. 4030 Burrel (Support Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h co oked
1	Meal Lunch (1738.8 calories)	4900	Military Department no. 4030 Burrel
2	3 (three) meals (4300 calories)	2190	
3	Norma grocery additional h (50 0 calories)	360	

Lot 18 : "Cooking service and food distribution for the Military Department no. 4030 Kukës (Support Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h co oked
1	Meal Lunch (1738.8 calories)	4900	Military Department no

Tender Documents

2	3 (three) meals (4300 calories)	2190	. 4030 Kukës
3	Norma grocery additional h (500 calories)	360	

Lot 19 : "Cooking and food distribution service for the Military Department no. 5008 (Doctrine and Training Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	30110	Department Military nr.5008 - Former School of United , Tirana
2	3 (three) meals (4300 calories)	45 280	

Lot 20 " service cooking and distribution of food to the Department Military no. 5009 (Command of Doctrine and Training) " ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	Meal Lunch (1738.8 calories)	17240	Military Department no.5009 - Zall - Herr 1, Tirana
2	3 (three) meals (4300 calories)	21290	

Lot 21: "Cooking and food distribution service for the Military Department no. 5010 (Doctrine and Training Command)" ;

No.	Food rate	Quantities of expected the rate of food for 2 (two) years	Place of performance of cooking and distribution service to s food t h cooked
1	3 (three) meals (4300 calories)	10 , 4650	Military Department no. 5010- Bonavi , Vlora

Terms of service execution : Starting from the date of conclusion of the contract / contracts with completion until the fulfillment of the needs of the contracting authority according to the framework agreement.

Tender Documents

Contractor undertakes cooking and distributing food to military personnel during training and outside venddislokimeve subunits (*v Andy t performing the service of cooking and delivery th food th cooked to determine the above for each Lot*), within the territory of Republic of Albania.

Annex 12

(Annex to be filled-in by the Contracting Authority)

TERMS OF REFERENCE

Tender Documents

Object and purpose of services:

Cooking and Distribution of Food for three meals according to the weekly and daily program prepared and presented by the Contracting Authority

Objectives: To realize a cultured service and quality cooking of food.

duties:

- . To realize the needs of the Contracting Authority, guaranteeing the quality of service
- . The food should be warm
- . Have cleanliness in the cooking and distribution facilities
- . Complete the kitchen with the necessary cooking and distribution equipment.
- . To provide and supply drinking water for cooking and washing in case of its interruption by the water supply network.
- . Provide alternative equipment for power supply, in case of power outage.
- . To ensure the cooking and distribution of food in case of exit of the staff outside the permanent location of the ward in various tasks and exercises within the territory of the Republic of Albania.

distribution:

The distribution of food should be done with bonds prepared by the Economic Operator and stamped the day before by authorized persons of the Contracting Authority based on the daily situation report.

The distribution of food is done with food distribution counter which meets the conditions to keep the cooked food warm and fresh.

The schedule of food distribution for three meals should be done with the approval of the parties

Place of service:

The service and distribution will take place in the canteen of the departments of the FA structures.

Place: The cooking place will be the designated environment for this purpose inside between the departments of the Armed Forces and contractors in the capacity of tenants, based on their free and mutual will.

Annex 13

[*Annex to be filled-in by the Contracting Authority*]

STANDARD NOTIFICATION FOR THE DISQUALIFIED BIDDER ¹

[Location and Date]

[Name and address of the Contracting Authority]

[Bidder's address]

Dear Sir/Madam, Mr./Ms. <name of contact>

Thank you for your participation in the aforementioned public procurement procedure. The procedure is conducted in accordance with Law no. 9643 dated 20.11.2006 "On Public Procurement".

Your bid was carefully evaluated according to the terms and conditions set out in the contract notice and the bidding file. I regret to inform you that you were disqualified because the bid submitted by you was rejected due to the following (s) reason:

If you think that the Contracting Authority has violated the LPP or RPP during the public procurement procedure, then you have the right to initiate a review procedure as provided for in Chapter VII of the LPP.

Although we could not use your services in this case, I believe that you will continue to be interested in our procurement initiatives.

With respect

< Name >

Annex 14

[Annex to be filled in by the Contracting Authority]

WINNER NOTIFICATION FORM

Tender Documents

[Date]

To: [Name and address of the bidder declared winning]

Procurement procedure:

Reference Procedure / Lot Reference:

Short description of the contract: [Quantity or purpose and duration of the contract]

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

Winner selection criteria: lowest price most economically advantageous bid

We notify that these bidders have participated in the procedure with the respective values offered:

1. _____
Company's full name VAT Identification Number

Amount _____
(in numbers and words)

2. _____
Company's full name VAT Identification Number

Amount _____
(in numbers and words)

Etc. _____

The following bidders have been disqualified:

1. _____
Company's full name VAT Identification Number

2. _____
Company's full name VAT Identification Number

Respectively for the following reasons:

* * *

In reference to the above mentioned procedure, we herein inform [name and address of the awarded bidder] that the bid submitted, with a total value of [the relevant amount expressed in words and figures] / total points awarded [_____] identified as successful bid.

Consequently, you are encouraged to submit to [name and address of the contracting authority and contact reference] insurance contract, as provided in the Tender Documents within _____

Tender Documents

days of receipt / publication of this notice.

In case you do not comply with this requirement, or withdraw from signing the contract, your bid security shall be forfeited (if any) and the contract shall be awarded to the next bidder in the final qualification, whose bid is offered with a total value of *[respective value expressed in words and figures]*, as provided in Article 58 of Law 9643 date 20.11.2006 “On Public Procurement”, as amended.

Award Notification published on _____

Complaint: yes, or no _____

(If any) answer received on _____

[Head of Contracting Authority]

Annex 15

[Annex to be filled in by Contracting Authority under Framework Agreement]

NOTIFICATION FORM OF SUCCESSFUL ECONOMIC OPERATORS IN THE FRAMEWORK AGREEMENT

Tender Documents

[Date]

To: [Name and address of successful economic operators]

1. _____
2. _____
3. _____

* * *

Procurement procedure:

Number of procedure's reference and number of lot's reference:

Short description of contract: [Quantity, object, duration of contract, etc.]

Previous publications (if applicable): Public Notices Bulletin [Date] [Number]

Successful bidder selection criteria: lowest price most economically advantageous bid

We notify that the following bidders have participated in the procedure with the respective values offered:

1. _____
Company's full name VAT Identification Number
Amount _____
(in numbers and words)

2. _____
Company's full name VAT Identification Number
Amount _____
(in numbers and words)

Etc. _____

The following economic operators have been disqualified:

1. _____
Company's full name VAT Identification Number
2. _____
Company's full name VAT Identification Number

Respectively for the following reasons:

Tender Documents

* * *

In reference to the above mentioned procedure, we herein inform that the following economic operators have been identified as successful:

1. _____
Company's full name *VAT Identification Number*
Amount _____ / Total points received _____
(in numbers and words)
2. _____
Company's full name *VAT Identification Number*
Amount _____ / Total points received _____
(in numbers and words)
- Etc. _____

Consequently, you are invited to appear at *[name and address of the contracting authority and contact reference]*, before _____ days from the date of receipt / publication of this notice to conclude the draft agreement.

Classification Notice done in date _____

Complaint: yes, or no _____

(If any) answer received on _____

[Head of Contracting Authority]

Annex 16

CONTRACT'S GENERAL CONDITIONS Services – Open Procedure

Article 1: Scope

Tender Documents

- 1.1 These general terms of contract (GTC) will be implemented for the carrying out of procured services through an open procedure.
- 1.2 Law on Public Procurement in the Republic of Albania provides that the provisions of the Albanian Civil Code shall apply to public procurement contracts. Some provisions of the Code are included in the GTC in order to increase the transparency of the terms of the contract. However, quoting some provisions herein shall not in any way affect the implementation of other provisions of the Civil Code of this contract.
- 1.3 Similarly, some provisions of the Law on Public Procurement are included in the GTC in order to increase the transparency of the law governing public procurement. However, quoting some provisions herein shall not in any way affect the implementation of other provisions of the Law on Public Procurement on the rights, duties and obligations of the parties.
- 1.4 GTC shall apply to the extent not superseded by the terms and provisions set out in other parts of the contract.

Terms of the contract shall also include special terms of contract (STC). If case of discrepancy between the GTC and the STC, the STC shall prevail.

Article 2: Definitions

- 2.1 “Contract” means the written agreement concluded between the procuring entity and the Supplier consisting of the tender documents including the GTC and the STC, all attachments and completed forms and all other documents incorporated by reference in any document.
- 2.2 “Price of contract” means the price payable to the Contractor under the Contract for the full and proper performance of its contract obligations.
- 2.3 “Contract object” means all the Services that the Contractor will grant according to the contract conditions.
- 2.4 “Party (ies)” mean the signatories to the contract.
- 2.5 “Contracting Authority” means the entity that is part of this contract and the provisions of this contract buys goods. This term wherever used has similar meaning to that defined in the law.
- 2.6 “Contractor” means a natural or legal person that is a party to this contract and according to the provisions of this contract, sells the services.
- 2.7 “Services” means all the duties that will be carried out by the Contractor according to the contract.
- 2.8 “Terms of Reference” express the scope and purpose of the contract, determine the duties, requirements, objectives, delivery, location and delivery of the Services to be provided.

Article 3: Drafting of Contract

Tender Documents

- 3.1 The award notification shall serve as a basis for the drafting of contract between the parties, which shall be signed within the term stated in the Tender Documents.
- 3.2 The existence of contract is confirmed by the signing of a contract document incorporating all agreements between the parties.

Article 4: Corrupted Practices, Conflict of Interest and Inspection of Records

- 4.1 The Contracting Authority can petition to the court to declare the nullity of contract if it ascertains that the Contractor has committed acts of corruption. Corruptive actions include actions described in Article 26 of the Law on Public Procurement.
- 4.2 The Contractor shall not be associated (present or past) with a consultant or any other entity that has participated in the preparation of tender documents for this procurement.
- 4.3 The Contractor shall permit the Contracting Authority to inspect the accounts and records related to the implementation of the contract or to have them audited by inspectors appointed by the Contracting Authority.

Article 5: Confidential Information

- 5.1 Contractor and the Contracting Authority must keep confidential all documents, data and other information provided by the other party to the contract.
- 5.2 Contractor may provide subcontractors such documents, data or other information it receives from the Contracting Authority to the extent required for the subcontractor to perform its work under the contract. In such case, the Contractor shall include in its contract with the sub-Contractor a provision that provides for confidentiality as stated in Section 5.1 above.

Article 6: Intellectual Property

- 6.1 Except as otherwise provided in the contract, all intellectual property rights provided by the Contractor in performing the contract shall belong to the contractor who may use his discretion.
- 6.2 Except otherwise provided in the contract, the Contractor, after completion of the contract, the contracting authority shall submit all reports and data such as maps, diagrams, drawings, specifications, plans, statistics, calculations and supporting records or materials acquired, or prepared by the Contractor in performing the contract. Contractor may retain copies of such documents and data, but shall not be used for purposes related to the contract without prior written approval of the Contracting Authority.
- 6.3 The Contractor shall provide the Contracting Authority from liability for infringement of intellectual property rights that may arise from the production or distribution of goods under the contract.
- 6.4 In the event of any claim or suit against the Contracting Authority in connection with any violation of intellectual property rights caused by the implementation of the contract or the use

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of goods supplied under the contract, the Contractor shall provide the Contracting Authority all evidence and information in the possession Contractor pertaining to such suit or claim.

Article 7 General Obligations of the Contractor

- 7.1 The Contractor must perform the Services and fulfill his obligations with all efforts, efficient and economical in accordance with generally accepted technical and professional practices.
- 7.2 The contractor should pursue sound business practices and use advanced and appropriate technologies as well as safe methods.
- 7.3 If the contract requires the performance of professional advisory services, the Contractor should always act as a loyal Adviser to the Contracting Authority in accordance with the rules and code of conduct of his profession and must always support and maintain public interest.
- 7.4 If the contract requires the performance of professional advisory services, the Contractor shall exercise full care in the relations with third parties including the media and shall not participate in actions outside his / her competence in the representation of the Contracting Authority.

Article 8 Specific Obligations of the Contractor

- 8.1 The Contractor must perform all Services as specified in the Terms of Reference.
- 8.2 The Contractor must submit to the Contracting Authority all services, in the specified quantities, as required by the contract, including, but not limited to, all reports, documents, studies, drawings and plans.
- 8.3 The Contractor must provide reports related to the implementation of the Services as required in the contract.

Article 9 Specifications and Sketches

- 9.1 If the contract requires design services, the Contractor must prepare all specifications and drawings using accepted and generally accepted systems acceptable to the Contracting Authorities and to take into account the latest standards.
- 9.2 If the contract requires design services, the Contractor must ensure that all specifications, designations and other requirements are prepared on a neutral basis in terms of promoting competition in the procurement of design objects.

Article 10 Permissions and Licenses

- 10.1 The Contractor shall be responsible for obtaining permits or licenses in accordance with the requirements of the Laws of the Republic of Albania for the performance of the Services in this contract unless the parties so agree otherwise.

Article 11 Removal and Replacement of Key Personnel

- 11.1 The Contractor shall provide prior written approval from the Contracting Authority prior to removal or replacement of the key personnel as described in the Contractor's Bid.
- 11.2 The Contractor will replace any employee if the Contracting Authority finds that the person has committed unlawful actions or the Contracting Authority is sufficiently dissatisfied with the work of the person.
- 11.3 If it is necessary to replace any of the key personnel, the Contractor shall provide as substitute a person with equivalent or better qualifications.
- 11.4 The Contractor will pay additional costs for the replacement of key personnel except when the cause of the replacement was due to the negligence or lack of care of the Contracting Authority.

Article 12 Location

- 12.1 Services should be performed in the location or locations specified in the contract.
- 12.2 If the location is not specified, the Contracting Authority reserves the right to approve the place or places where the Services are to be provided, however, approval shall not be delayed unreasonably.

Article 13 Professional Responsibility Insurance

- 13.1 The Contractor must retain professional liability insurance according to the generally recognized rules and practices for the profession to indemnify the Contracting Authority for damages resulting from negligence, errors or omissions in the performance of the Services.
- 13.2 If the minimum amount of insurance is not specified in the contract, the Contractor must provide insurances in the amount generally recognized as sufficient under the circumstances of the Services being provided.

Article 14 Contract Price

- 14.1 Price of the contract must be the price offered in the Contractor's bid and accepted by the Contracting Authority.

Article 15 Deadlines of payment

- 15.1 The contract price, including any advance payment, must be paid in time as specified in the contract.
- 15.2 Unless otherwise provided by another provision of the contract, payment must be made in Albanian currency. The exchange rate of different currencies shall be the rate of the Bank of Albania fixed on the day of dispatch for publication of the contract notice.
- 15.3 Unless otherwise provided by another provision of the contract, the Contractor's request for

Tender Documents

payment shall be made in writing to the Contracting Authority. For each request, the Contractor shall submit an original and one copy together with a list of items describing the services rendered.

15.4 Unless otherwise provided by another provision of the contract, payment for goods shall be made within 30 calendar days from the day the goods are received or the date of receipt of the request for payment whichever is later.

15.5 Payment date shall be the day that the funds are debited from the account of the Contracting Authority.

Article 16 Payment Delays

In case of verification of delays in making payments by the Contracting Authority, although The Contractor has fulfilled all its obligations in accordance with the terms of the contract, The arrears and the relevant interest charges shall be made in accordance with the

Provisions of Law no. 48/2014 “On late payments in contractual and commercial liabilities”.

Article 17 Amendment of Laws and Regulations

17.1 If after the date of signing the contract, any law, regulation, ordinance, order or procedure having the effect of law in Albania is enacted, promulgated or amended that affects the conditions, including the date of delivery, or contract price, terms or contract price shall be adjusted to the extent that the Supplier is affected in the performance of his obligations under the contract.

Article 18 Force Majeure

18.1 Contractor is not liable for loss of contract insurance, liquidated damages or termination of contract on grounds of default if and to the extent that it's delay in performance or other failure to implement its obligations under the contract is the result of an event of Force Majeure.

18.2 For the purposes of this article “Force Majeure” means an event beyond the control of the Contractor on the fault or negligence and unpredictable. Such events may include, but are not limited to the actions of the Contracting Authority either in its sovereign capacity or, war or revolutions, fires, floods, earthquakes, epidemics, quarantine restrictions and embargoes.

18.3 If any occurrence of Force Majeure, the Contractor shall promptly notify the Contracting Authority. Unless the Contracting Authority gives different directives, the Contractor shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure.

Article 19 Delay in Performance and Extensions of Term

19.1 Except as otherwise provided, the Contractor shall commence performance of the contract immediately after signing it.

Tender Documents

- 19.2 Unless the Contracting Authority agrees to contract extension, the Contracting Authority is entitled to liquidate damages for delay in performance if the Contractor fails to perform any of the Goods within the period specified in the contract implementation.
- 19.3 Contracting Authority may deduct the amount of liquidated damages to be paid by the amount of the payment to the Contractor. In such case the Contractor shall notify in writing the Contractor of the amount and reason for the deduction.
- 19.4 Contracting Authority shall agree to an extension of term in case of Force Majeure.
- 19.5 The Contracting Authority may agree to an extension of term in other circumstances if it is in the public interest to do so. If the Contractor encounters conditions that impede the term, the Contractor shall promptly notify the Contracting Authority in writing of the delay, the cause and the proposed date of delivery or completion. The Contracting Authority shall evaluate the request. If the Contracting Authority agrees to the delay, the extension shall come into force with a written amendment to the contract signed by the Contracting Authority and the Contractor.

Article 20 Liquidation of Damages for Late Delivery

- 24.1 Liquidated damages for late delivery will be calculated with the following daily fees:
- a) For contracts with implementation period of no more than 6 months, the daily rate shall be 4/1000 of the corresponding value not been implemented yet by the total contract price, but this value shall be calculated more than 25% of the contract price.
 - b) For contracts with implementation period of no more than 12 months, the daily rate shall be 2/1000 of the corresponding value not been implemented yet by the total contract price, but this value shall be calculated more than 25% of the contract price.
 - c) For contracts with a period of performance of more than 12 months, the daily rate shall be 1/1000 of the corresponding value not been implemented by the total contract price, but this value shall be calculated more than 25% of the contract price.

Article 21 Negotiations and Amendments

- 21.1 The parties shall not negotiate changes or amendments to any element of the contract that shall change the conditions that underlie the selection of the Contractor.
- 21.2 No amendment or other variation of the contract shall be valid unless it is in writing, it is dated, it is expressly referring to the contract and it is signed by an authorized representative of the Contractor and the Contracting Authority.
- 21.3 Any withdraw from the rights, powers or remedies that may be made under the contract must be in writing, dated and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent which it is issued.

Article 22 Order Modification

- 22.1 The Contracting Authority reserves the right to order additional goods or services up to a size that does not exceed 20% of the total contract price. Any extra request must be made in a

Tender Documents

manner consistent with the rules and procedures stipulated in the Law on Public Procurement.

Article 23 Termination for Default

- 27.1 The Contracting Authority may terminate the contract in whole or in part, if:
- a) Contractor fails to delivery of the Goods within the period specified in the contract or within any extension granted; or,
 - b) Contractor fails to perform any other obligation of the contract.
- 23.1 The Contracting Authority shall give written notice of termination for default and grant the Contractor 15 days to cure the default unless the termination is for corrupt or illegal actions, in which case the termination shall be immediate.

Article 24 Termination for Insolvency

- 24.1 The Contracting Authority may terminate the contract at any time if the Contractor becomes bankrupt or insolvent.
- 24.2 The Contracting Authority shall give written notice of termination.

Article 25 Termination for reasons of Public Interest

- 25.1 The Contracting Authority may terminate the contract at any time if it determines that this action must be taken to best serve the public interest.
- 25.2 The Contracting Authority shall provide the Contractor written notice of termination.
- 25.3 The Contracting Authority shall pay the Contractor for all goods accepted and services related to them and performed before the termination and shall pay the Contractor for damages incurred for partially performed Services in connection with them. In calculating the amount of damages, the Contractor shall be required to take all necessary actions to minimize the damage.

Article 26 Subcontract

- 26.1 A subcontract shall be valid only if it is in the form of a written agreement by which the contractor entrusts performance of a part of his contractual obligations to a third party
- 26.2 The Contractor shall not subcontract without prior written approval of the Contracting Authority and not more than 40% of the contract value. The Contractor shall notify the Contracting Authority of the contract to be sub-elements and documentation that proves the ability of sub-contractor. Contracting Authority shall notify the Contractor of its decision within 5 days of receiving the notification, stating the reasons whether it approves it or not.
- 26.3 Each subcontractor has the right to participate in public procurement under the Law on Public Procurement. Authority may direct payment to the subcontractor to supply services to be.
- 26.4 When the Contractor intends to carry out a part of the works with the subcontractor, he must

Tender Documents

submit in the bid, according to the tender documents, all the documentation required for the subcontractor as well as the concrete works that will be subcontracted.

- 26.5 The contractor remains fully responsible for the implementation of the contract irrespective of the subcontractor's behavior.

Article 27 Transfer of Rights

- 31.1 The Contractor shall not transfer, in whole or in part, its obligations under the contract except with the prior consent of the Contracting Authority.

Article 28 Contract Insurance

- 28.1 Before signing the contract, the contractor shall provide to the Contracting Authority contract insurance in the amount and form required.
- 28.2 The amount of contract insurance shall be payable to the Contracting Authority as compensation for any loss resulting from the Contractor's failure to fulfil its obligations under the contract.
- 28.3 The contract insurance guarantee shall be returned to the Contractor not later than 30 days after the date of receipt of the Goods. However, five (5) percent of the deposit will be held until satisfactory fulfillment of the contract obligations.

Article 29 Legal Basis

- 29.1 The contract shall be regulated and interpreted according to the Albanians in the applicable legislation.

Article 30 Resolution of Disputes

- 30.1 The Contracting Authority and the Contractor shall make every effort to resolve any disagreement or dispute arising between them under or in connection with this agreement by direct negotiation.
- 30.2 If the parties fail to resolve the dispute or conflict, problems shall be considered through contract dispute resolution and legal procedures in force under the legislation of the Republic of Albania.

Article 31 Representation of Parties

- 31.1 Each party shall appoint in writing a person or organizational position that shall be responsible, on behalf of the party, for making statements and party representation in matters related to the execution of the contract.
- 31.2 Each party shall notify the other of any change in the appointment of representatives of the party. If a party fails to give notice must assume any losses caused by the failure to give adequate notice.

Tender Documents

- 31.3 Parties may appoint additional persons or organizational units to represent the party in the specific actions or activities, in which case the written notice must be given and must determine the extent of the representative's authority.

Article 32 Notifications

- 32.1 Any notice given by one party to the other under this contract shall be made in writing to the address specified in the contract.
- 32.2 A notice shall be effective as soon as delivered.

Article 33 Calculation of deadlines

- 33.1 All references to days shall be calendar days unless otherwise provided.

Annex 17

[Annex to be filled in by the Contracting Authority]

SPECIFIC CONDITIONS

Services – Open Procedure

Particular contract conditions are drafted in accordance with the specific contract object. If there is a discrepancy between the GTC and the STC shall prevail Special terms of Contract.

Article 1: Definitions

2.1 Contracting Authority is _____

2.2 Contractor is _____

Article 2: Contract Insurance

2.3 Contract Insurance in the amount of *(10% of the offer's values)* _____ shall be provided by the Contractor to insure the execution of its obligations under the contract.

2.4 Insurance shall be issued or returned immediately to the Contractor according the following form: _____

Article 3 Start of Contract

3.1 Implementation of the contract shall commence on _____. If the date is not set, the application shall begin on the date the Contractor signs the contract form.

Article 4 Location of Services

4.1 Services shall be carried out at: _____

Article 5 Information to be provided by the Contracting Authority

5.1 Within 15 days of receiving the contract security, the Contracting Authority must provide the Contractor with the following information and documents: _____

Article 6 Reporting Requirements

6.1 During the extension of the contract, the Contractor shall provide reports to the Contracting Authority according to the following form: _____

Article 7 Professional Responsibility Insurance

7.1 Prior to the beginning of the contract implementation, the Contractor shall provide the Contracting Authority with proof of professional liability insurance with the minimum as follows: _____

Article 8 Terms of Payment

8.1 Payment for Services should be made according to the following file: _____

8.2 Each filed payment must be made within _____ days from the date of reaching the agreement on the payment or from the date of receipt of the written request for payment whichever is the later. If left unmet, the time period will be 30 days.

8.3 The payment currency will be _____. If left unpaid, payment will be made with Albanian currency.

Article 9 Preliminary Payment

9.1 The pre-payment percentage will be _____. If left unpaid, the Contractor will not receive a pre-payment.

9.2 If a pre-payment is promised, the advance will be paid in _____ days from the receipt of the contract security.

9.3 If a prior payment is made, the amount shall be deducted from the payment to be made to the Contractor under the following formula: _____

Article 10 Contract waiver deduction

10.1 If a periodic reduction of the contract security is foreseen, it is performed as follows

If not completed, the guarantee remains unchanged.

Annex 18

[Annex to be filled in by the Contracting Authority]

PUBLICATION FORM OF THE NOTIFICATION OF SIGNED CONTRACT

Section 1 Contracting Authority

1.1 Name and address of the contracting authority

Name _____

Address _____

Tel/Fax _____

E-mail _____

Webpage _____

I.2 Type of contracting authority:

Central Institution	Independent Institution
Local Government Unit	Other

Section 2. Object of Contract

2.1 Number of reference of procedure/lot

2.2 Type of “Public Contracts for Goods”

Purchase	Rent	Leasing	Hire	A
			purchase	combination
				thereof

2.3 Contract based in the Framework Agreement

Yes No

Jo

If yes, type of Framework Agreement

With 1 Economic Operator

With several Economic Operators

All terms are defined Yes No

2.4 Short description of the contract

- 1 Limit Fund _____
2. Source of Funding _____
3. Object of the contract / framework agreement _____

2.5 Duration of the contract or time limit for execution:

Duration in months or days

Or

Starting from // to //

2.6 Division into LOTS:

Yes

No

If Yes, number of LOTS:

2.7 Options:

Number of possible renewals (if any):

or: from to

2.8 Subcontracting:

Yes

No

Section 3. Procedure

3.1 Type of procedure: Open

3.2 Criteria for the selection of winners:

A) Lowest price

or

B) Most economically advantageous bid

In terms of significance: Price **points**

Etc. **points**

3.3 Number of bids submitted:

Number of regular bids:

3.4. For procurement in the Information and Communication Technology (ICT), the standards drafted by National Agency on Information Society have been used:

Yes

No

3.5. For procurement in the Information and Communication Technology (ICT), in the event the standards are not applicable, previous consent from National Agency on Information Society has been taken:

Yes

No

Section 4 Contract Information

4.1 Number of Contract: _____ Date of Contract //

4.2 Name and address of the contractor

Name

Address

Tel/Fax

E-mail

Webpage

4.2.1 Name and address of the subcontractor (s)

Name

Address

Tel/Fax

E-mail

Webpage

4.3 Total final amount of contract (including lots, options and subcontracting):

Amount _____ (without VAT) Currency _____

Amount _____ (with VAT) Currency _____

4.3.1 Total amount of subcontracting: _____

Amount _____ (without VAT) Currency _____

Amount _____ (with VAT) Currency _____

4.4 Additional Information

Date of dispatch of this notice //

Annex 19

[Annex to be filled in by the Contracting Authority for publication in the Public Notice Bulletin]

1. Name and address of contracting authority

Name _____
Address _____
Tel/Fax _____
E-mail _____
Webpage _____

2. Type of procedure: _____

3. Object of the contract / framework agreement _____

4. Number of reference of procedure/lot _____

5. Fund limit _____

6. Total final value of contract *(including lots, options and subcontracting)*:

Amount _____ *(with VAT)* Currency _____

Amount of subcontracting _____ *(with VAT)* Currency _____

7. Date of contract signature _____

7. Name and address of contractor/subcontractor

Name _____
Address _____
VAT Identification Number _____

Annex 20

[Letter with Bank/Insurance Company logo]
[Annex to be presented by the Economic Operator]

CONTRACT INSURANCE FORM

[Date]

To: *[name and address of the contracting authority]*

On behalf of: *[name and address of the insured bidder]*

* * *

Procurement procedure: *[type of procedure]*

Short description of the contract: *[object]*

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

* * *

In reference to the above mentioned procedure, and provided that *[name of the winning bidder]* has been awarded the contract,

We certify that *[name of the winning bidder]* has made a deposit to the *[name and address of the bank/insurance company]* in the amount of *[currency and amount expressed in words and figures]* as a condition for the execution of contract to be signed with *[name of contracting authority]*

We undertake to transfer to the account of *[name of contracting authority]* the insured amount, within 15 (fifteen) days from your simple written first, without asking explanations, provided that the request mentions the non-fulfilment of conditions the contract.

This insurance is valid until the full execution of the contract.

[Representative of the bank/insurance company]

Annex 21

COMPLAINT FORM TO THE CONTRACTING AUTHORITY

Complaint to: Contracting Authority

Section I. Identification of Complainer

The complainer may be a bidder or potential bidder (e.g. individual, partnership, association, joint venture).

Complainer full name (please type)

Address

City

State

Postal/Zip Code

Telephone number (including area code)

Fax number (including area code)

E-mail

Name and title of the official authorized to issue the complaint (please type)

Signature of the authorized official

Date (year/month/day)

Section II. Information on Procedure

1. ID number

*Fill in the number of contract in the contract notice or in the tender documents, including **the type of procedure used** for the procurement in question (e.g., Request for Proposals (RP) Open Procedure (OP) Restricted procedure (RP), Proceedings Negotiated (PN), Consulting Services (CS), Design competition (DC)).*

2. Contracting Authority

The name of the contracting authority administering the procurement process.

3. Estimated Value of the Procurement

Calculation of contract value (amount expressed in numbers and in words)

4. Object of Contract

Brief Description of works/goods/services purchased.

5. Deadline for submission of Bid

The deadline for submission of bids.

Date (year/month/day)

6. Date of Contract Award

Date (year/month/day) if applicable

Section III. Description of complaint

1. Complaint Legal Basis

(write here the law infringement, based on decisions, actions, documents, etc.)

2. Detailed Statement of Facts and Arguments

Give a detailed statement of facts and arguments that support your complaint. For any reasons, specify the date on which you became aware of the facts related to the reasons for appeal. Indicate the relevant sections of the tender documents, if applicable. Use additional pages if necessary.

3. List of Annexes

*For a complaint to be considered filed, it must be complete. Attach a readable copy of all documents relating to your complaint and a list of all these documents. Documents should normally include **any notice published, all tender documents with all amendments, annexes, and your proposal.** Determine which information is confidential, if any. Explain why the information is either a version of the relevant documents with confidential parts removed and a summary of the content.*

Send the completed form procurement complaint, all necessary attachments and additional copies, to **the Contracting Authority**

Note: For complaints to the Public Procurement Commission You shall refer to the complaint form issued by the institution.

No. Fax:

E-mail:

Signature and seal of the applicant

Annex 22

DRAFT FRAMEWORK AGREEMENT (DEFINING ALL TERMS) FOR WORK/GOODS/SERVICES)

[Use of this draft agreement is binding on all contracting authorities using the framework agreement)

No. __

DATE:

This contract is concluded on [date] between [name and address of the Contracting Authority], hereinafter referred to as the “Contracting Authority” and [name and address of Contractor] represented by [representative], hereinafter referred to as “Contractor”.

Contractor, through his bid, on [date] agrees to supply goods, as specified in the terms set out in:

- This contract
- Bid Declaration Form submitted by the Bidder
- Technical Specifications
- Bid Price Form

All these documents attached are an integral part of this Contract.

Article 1 Object

- 1.1 The scope of the framework agreement is to define terms, including prices per unit and rules for the delivery of goods/services/works below.

[General description]

- 1.2 The framework agreement shall be implemented with dispatch of invitations to tender to economic operators participating to the agreement. E.g. whenever the Contracting Authority involved in this agreement, shall purchase items under this contract, must send “invitation to tender” to the contractor, specifying the list of items to supply their respective quantities.
- 1.3 Amounts foreseen are only a quantity orientation and do NOT condition the Contracting Authority to acquire them. The Contracting Authority has the right to buy less or more quantity than those indicated.
- 1.4 The Contractor shall not be entitled to compensation and shall not be allowed to make changes to the unit price, for instance in case the contracting authority decides to purchase fewer or more quantities than those specified and/or in case the contracting authority decides not to purchase any of these quantities for some items.
- 1.5 Duration of the framework agreement:

Article 2 Price

- 2.1 Prices per unit of work/goods/services are shown in the Bid Price Form.
- 2.2 Unit prices shall be fixed and not subject to change for orders placed on this framework agreement.

Signatures and Dates

For the Contractor

For the Contracting Authority

Dokumentat Standarde të Tenderit

Name:		Name:	
Position:		Position:	
Signature:		Signature:	
Date:		Date:	
Seal:		Seal:	

Annex 23

DRAFT FRAMEWORK AGREEMENT

(NOT ALL TERMS DEFINED)
FOR WORK/GOODS/SERVICES

Name of Contracting Authority,
And

Name of Contractor

Agree as follows:

Sign this framework agreement for supply of: <put title> with identification number: <put Procurement number >

Article 1 Object

1.1 The scope of this framework agreement is to set the rules for contracts which shall be connected through mini –bidding process only between economic operators who are party to this framework agreement.

1.2 This framework agreement is not a contract in itself, but sets conditions for contracts which will be signed based on it.

1.3 Contractor is only one of the parties of the framework agreement.

Article 2 Obligations of Parties

2.1 The Contracting Authority, as a party of this agreement, shall send a “Bid Invitation” whenever there is a need for work/goods/services.

2.2 The Contractor is obliged to submit an offer whenever required by the Contracting Authority.

Article 3 Contracts implementing the framework agreement

3.1 Contracts shall be signed only after the mini –bidding process.

Article 4 Mini –bidding process

4.1 The mini competition process shall be conducted with all economic operators, party to the framework agreement, whenever there will be the need for work/goods/services for the Contracting Authorities.

4.2 Contracting Authority shall re-open competition under the same conditions or other conditions set in the invitation to bid, as defined in the tender documents.

4.3 Whenever there is a need for work/good/service, the Contracting Authority must prepare a bid invitation and send it to all economic operators who are part of the framework agreement. Bid evaluation shall be done according to the criteria specified in the Bid Invitation.

Article 5 Duration of the framework agreement

Signatures and dates

For the Contractor		For the Contracting Authority	
Name:		Name:	
Position:		Position:	
Signature:		Signature:	
Date:		Date:	
Seal:		Seal:	

Annex 24

[Annex to be filled in by the Contracting Authority]

CANCELLATION NOTIFICATION FORM

1. Name and address of the contracting authority

Name _____

Address _____

Tel/Fax _____

E-mail _____

Webpage _____

1. Type of procedure: _____

2. **Reference Number:** _____

3. **Contract Object** _____

4. **Limit Fund** _____

5. **Cancellation reasons:**

Based on Law no. 9643, dated 20.11.2006 “On Public Procurement” as amended, Article 24, point 1:

a) ;

b) ;

c) ;

d) ;

e) ;

f) ;

Etc. _____

6. **Additional Information:**

Date of dispatch of this notice _____