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# **Terms of Reference**

Activity 2. Procurement of Services for existing satellite diagnostic technologies in Tara

Bajina Bašta, March 2025





### **OVERVIEW**

#### **Project:**

Cross-Border Fire Prevention Initiative in National Park Tara and Protected Natural Landscape Trebević through the LFM Framework

#### Lead applicant:

FEA – Forestry and Environmental Action

### **Co-applicants/Project partners:**

Public enterprise National Park Tara Bajina Bašta / Cantonal public institution for protected natural areas

#### **Bidders:**

All legal entities registered for activities relevant to the project task (hereinafter referred to as the "Bidder").

#### Start of activity:

April 2025

**Contract duration:** April 2025 – November 2025

**Location:** National park Tara, Republic of Serbia

### **Reporting:**

Public enterprise National park Tara Bajina Bašta

### Application deadline:

12/04/2025

### Reference number of the call:

2/25





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### 1. Background of the assignment

Climate change has significantly increased the frequency and intensity of wildfires worldwide, posing serious threats to natural ecosystems, biodiversity, and human communities. Protected areas, such as Tara National Park in Serbia and the Protected Natural Landscape Trebević in Bosnia and Herzegovina, are also facing these challenges. The need for a comprehensive approach to fire management, integrating climate change adaptation and mitigation strategies along with the application of innovative technologies, is more important than ever.

Tara National Park in Serbia is a biodiversity hotspot and home to unique ecosystems and endangered species. However, the park is experiencing increasing wildfire risks, driven by climate change and human activities, which pose a severe threat to its ecosystems and surrounding communities. To address these challenges, the project aims to pilot-test satellite diagnostic technologies to enhance fire risk management.

This assignment is in the frame of the Landscape fire management in the Western Balkans (LFMWB), which is project financed by Global Programme Climate Change and Environment of the Swiss Agency for Development and Cooperation (SDC). The Project is designed to establish regional cooperation on landscape fire management and improve national and international landscape management and governance. The overall goal of the project is "to increase the resilience of Western Balkans forests and landscapes against uncontrolled landscape fires to the benefit of the people who depend on these landscapes for their livelihoods and socioeconomic development."

The LFMWB Programme is coordinated by Farmahem (acting as Regional Executive Agency (REA)) from Skopje, North Macedonia with backstopping support from Helvetas Swiss Intercooperation from Switzerland, working together with a diverse group of Programme partners and stakeholders.

This assignment envisions testing existing satellite technologies tailored to the specific ecological and infrastructural conditions of Tara National Park. The goal of this initiative is to assess the efficiency and feasibility of these technologies for early fire detection, real-time monitoring, and damage assessment. The results of the pilot testing should provide valuable insights for the integration of these advanced systems into future fire management strategies, allowing Tara National Park to adopt innovative and effective solutions for ecosystem protection and conservation.











Beyond technological innovations, the project "Cross-Border Fire Prevention Initiative in National Park Tara and Protected Natural Landscape Trebević through the LFM Framework" seeks to strengthen the capacities of local communities and protected area managers through training and education on the use and maintenance of these systems.

The active involvement of local communities and stakeholders in the planning and implementation process promotes a collaborative approach to fire management, ensuring that the proposed solutions are effective, environmentally friendly, and widely supported.

The project also enhances cross-border cooperation between the Republic of Serbia and Bosnia and Herzegovina, enabling knowledge and experience exchange among protected area managers. Long-term objectives include reducing wildfire risks, preserving biodiversity, and increasing the safety of local communities.

As an implementing partner, Tara National Park is seeking a qualified bidder to conduct pilot testing of satellite diagnostic technologies. The goal of this engagement is to demonstrate the practical application and benefits of satellite systems for fire risk assessment and management. The results of this pilot project will serve as a foundation for broader application of these technologies across the region.

The bidder's work will include:

- Providing training and technical support to Tara National Park staff for the evaluation of satellite technology performance.
- Providing support in developing guidelines and recommendations for integrating these technologies into fire management strategies.
- Providing support in creating recommendations and tools to enable Tara National Park staff to independently conduct fire prevention, early detection, and response activities.

By successfully completing this assignment, Tara National Park aims to position itself as a leader among protected area managers in the implementation of innovative fire management solutions, contributing to biodiversity conservation and the long-term sustainability of its ecosystems.









### 2. General Information about the territory of Tara National Park

The Tara area was proclaimed a National Park on July 13, 1981, covering an area of 19,175.00 hectares. As of October 5, 2015, the park's territory was expanded, and it now occupies 24,991.82 hectares (hereinafter referred to as Tara National Park – NP Tara).

Tara Mountain belongs to the Dinaric mountain range and is part of the Starovlaška-Raška highlands. It is located in the westernmost part of Serbia, within the area bounded by the meandering Drina River between Višegrad and Bajina Bašta. The narrowest part of the massif contains Zvijezda Mountain, which is naturally separated from Tara by the Derventa Gorge.

In terms of elevation, Tara is classified as a medium-high mountain, with an average altitude ranging between 1,000 and 1,200 meters above sea level. The highest peak of Tara National Park is Kozji Rid at 1,591 meters, while the highest peak of Tara Mountain is Zborište at 1,544 meters.

The broader Tara region has been identified as:

- An Important Plant Area (IPA)
- An Important Bird Area (IBA)
- A Prime Butterfly Area (PBA) in Serbia
- A Pilot Area for NATURA 2000 in Serbia
- A Significant Area within the EMERALD Network

This is a typical forested area, and due to the preservation and diversity of its forest ecosystems, many of which are relict in nature, Tara is one of the richest and most valuable forest areas in Europe. The park is dominated by mixed forests of spruce, fir, and beech, covering over 85% of the forested area. Compared to other mountains of the Balkan Peninsula, Tara is unique for its high number of relict and endemic tree species and forest communities.

Over 40 different phytocoenoses (plant communities of deciduous, mixed, and coniferous forests) have been identified in Tara, along with 1,156 species of vascular flora, which represents one-third of Serbia's total flora. Among these, 76 plant species are endemic. Of particular ecological value is the Serbian spruce (*Picea omorika*), a relict and endemic species that survived the last Ice Age in the canyons and gorges along the middle course of the Drina River.

According to research, Tara is home to: 59 species of mammals, around 140 species of birds, 12 species of amphibians, 12 species of reptiles, 19 species of fish.

Notably, Tara hosts the largest brown bear population in Serbia. The most famous invertebrate species, considered a symbol of Tara's fauna, is the endemic-relict Pančić's grasshopper (*Pyrgomorphulla serbica*).











The park is rich in archaeological sites and cultural monuments dating from the Neolithic period to modern times.

One of the most significant cultural landmarks is Rača Monastery, built by King Dragutin in the 13th century, which was a major center of Serbian medieval literacy. Additionally, medieval necropolises with stećci (tombstones) in Rastište and Perućac were inscribed on the UNESCO World Heritage List in 2016 as part of a joint project of Serbia, Bosnia and Herzegovina, Croatia, and Montenegro.

### 3. Objectives of the assignment

### 3.1. Main objective

The main objective of this project task is to pilot-test existing satellite technologies in Tara National Park to assess their effectiveness in early fire detection, real-time monitoring, and post-fire damage assessment. This task aims to generate operational recommendations and guidelines for integrating these technologies into fire management strategies, thereby enhancing the park's capacity for fire prevention, monitoring, and risk mitigation.

### 3.2. Specific objectives

- 1. Fire risk assessment and high risk area mapping
  - Continuous aggregation of data from multiple satellite sources for detecting potential fire hotspots, with the system performing multispectral and thermal analysis in near real-time.
  - Dynamic creation and updating of risk maps, where the proposed solution continuously recalculates the situation using fire indices, current and historical meteorological data, vegetation characteristics, and topographic parameters.

### 2. Calibration and validation of field data

- Training and support for rangers of Tara National Park in conducting field verifications of satellite data to ensure the accuracy of detecting active fires and potential hotspots.
- Testing the precision of thermal satellite imagery under different weather and seasonal conditions.
- Integration of satellite data with existing local sensors (camera systems, drones, and meteorological stations), as well as the possibility of adding data collected during the project to enhance prediction accuracy.











### 3. Monitoring active fires and assessing their dynamics

- Implementation of a real-time fire monitoring system, including instant notifications via email, SMS, WhatsApp, and web applications.
- Classification of fires based on intensity, duration, and spread dynamics, using data on wind speed, vegetation type, and terrain topography.
- Development of fire spread simulations up to 12 hours in advance, using available terrain and weather condition data.

### 4. Post-fire damage assessment and burned area mapping

- Burned area mapping with a precision of 20 to 30 m/px, utilizing satellite imagery from before and after the fire.
- Analysis of fire severity and quantification of ecological damage.
- Identification of critical areas for restoration and development of strategies for ecosystem recovery.

### 5. Operational integration of satellite technologies into fire management systems

- Analysis of existing fire response protocols and proposals for improvement through satellite monitoring.
- Testing the integration of satellite data with GIS tools for fire monitoring and decisionmaking.
- Preparation of guidelines for the long-term application of satellite technologies in early warning and fire response systems.

### 6. Reporting and recommendations for further implementation

- Preparation of a semi-annual report with preliminary findings and identified challenges in pilot testing.
- Development of a final report including analysis of results, operational recommendations, and detailed steps for the long-term implementation of satellite technologies in forest protection.
- Participation in workshops and consultations with relevant institutions to ensure the sustainability of technology implementation in the future.











### 4. Guidelines for task implementation

The pilot testing of satellite technologies for fire detection and monitoring in NP Tara should be conducted through a structured and methodologically precise approach, based on data collection, validation, and analysis, system evaluation, damage assessment, and the development of operational recommendations.

### 1. Gathering and data analysis

The goal of this phase should ensure high-quality input data that will be used for risk assessment, early warning, and fire monitoring.

### 1.1. Data sources

- **Satellite data:** The platform must enable the collection of multispectral, infrared, and thermal images from **at least 25 satellites.**
- **Meteorological data:** Access to real-time and historical weather data, including wind speed and direction, temperature, humidity, and lightning strikes.
- **Vegetation and topographic data:** Use of land cover maps, vegetation indices (NDVI), fuel maps, and 3D topographic models for terrain condition assessment.
- **Historical fire data:** Analysis of historical wildfire data in Tara National Park to identify patterns and trends.

### 1.2. Data analysis

- The ability to process and integrate data using GIS tools such as ArcGIS and QGIS, with an option for bidirectional data exchange between the system and GIS platforms.
- Mapping high-risk zones using 9-day weather forecasts and fire danger indices.
- Generating data layers that display potential fire hotspots, vegetation coverage, topographic factors, and meteorological variables.

### 2. Calibration and filed data validation

This phase should ensure that the platform allows satellite data to be accurate and aligned with actual field conditions.











### 2.1. Verification of satellite data accuracy

- The platform must enable fire detection testing using thermal cameras, drones, and sensor stations.
- Validation of satellite analysis algorithms with data from local institutions (fire departments, meteorological agencies).

### 2.2. System calibration

- The platform must enable the adjustment of satellite sensors to the specific ecological and infrastructural conditions of Tara National Park.
- Integration of satellite data with additional data from existing cameras and firefighting aircraft.
- Testing of software systems for fire classification based on intensity and duration.

### 3. Pilot-testing and system evaluation

This phase should involve the application of satellite technologies for real-time monitoring and evaluation of their performance.

### 3.1. Operational deployment of satellite systems

- Activation of satellite technologies for 24/7 continuous monitoring of fire risks and active wildfires.
- Generation of automatic notifications (email, WhatsApp, SMS, app) within minutes of fire detection.
- Testing functionality for fire spread prediction up to 12 hours in advance, using algorithms that analyze wind, fuel, and topography.

### 3.2. System evalution

- Assessment of detection accuracy (minimum fire size 4m x 4m).
- Analysis of system response time, i.e., how quickly notifications are generated after fire detection.
- Evaluation of the user interface and integration with GIS tools for spatial fire analysis.
- Testing filtering options based on different criteria (historical data, satellite sources, fire causes).











### 4. Post-fire damage assesment

After a fire is extinguished, the platform must enable the use of satellite data for analyzing fire consequences and long-term impacts.

### 4.1. Automatic mapping of burned areas

- Use of advanced technology for identifying burned areas with high precision (20-30 m/px).
- Generation of fire damage maps, showing:
  - o Total burned area
  - Fire intensity (severity
  - Type of affected vegetation
  - Satellite images before and after the fire.

### 4.2. Analysis of long-term consequences

- Statistical analysis of wildfires using historical data, identification of seasonal patterns, and analysis of climate trends.
- Assesment of fire impacts on ecosystem and recommendations for forest cover restoration.
- Linking results with climate change models and potential future risks.

### 5. Reporting and recommendations for technology integration

Based on the conducted pilot testing, NP Tara will prepare a detailed reports with recommendations for the long-term integration of satellite technologies into the NP Tara's fire protection system.

### 5.1. Semi-annual report

- Preliminary results of the pilot testing.
- Identification of challenges and recommendations for improvements in the second phase of testing.











### 5.2. Final report

- Comprehensive analysis of the system, including detection accuracy, response speed, and efficieny in fire monitoring.
- Recommendations for scaling the technology and its long term integration into NP Tara's fire protection plan.
- Operational plan for future implementation, including technical and institutional requirements.

### Note: The detailed technical specification is attached as Annex 2 to this document.









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### 5. Expected outcomes

Expected outcomes include following:

### 1. Fire-risk assessment and monitoring maps

### Detailed fire risk mapping, including:

- Vegetation cover maps with classification of fuel types (e.g., dry vegetation, highly flammable forests).
- High fire-risk zone maps, based on satellite data, meteorological parameters, and topographic terrain characteristics.

### 2. Evaluation of satellite system performance

Analysis of satellite technology capabilities in the context of NP Tara, including:

- **Efficiency in early fire detection:** The system's ability to identify fires in their early stages and minimize false alarms.
- **Response speed and notification accuracy:** Assessment of the time from detection to sending alerts via email, WhatsApp, and SMS.
- **System capacity for real-time monitoring:** Analysis of satellite imaging frequency and data quality under different weather conditions.
- **Effectiveness in damage assessment:** Accuracy in determining burned areas and fire intensity using satellite imagery.

### 3. Data calibration and validation

Precise validation of satellite data through field measurements:

- Comparison of satellite detections with actual field observations using the ground-truthing methodology (drones, cameras, and sensors).
- Calibration of fire detection algorithms and adjustment of satellite data to the ecological specifics of NP Tara.
- Adaptation of fire spread prediction models based on local weather conditions and topography.











### 4. Post-fire damage analysis

### Detailed analysis of fire consequences through satellite data, including:

- Burned area maps with a precision of 20-30 m/px, displaying fire extent and affected ecosystems.
- Statistical fire analysis, including intensity, duration, size of the affected area, and impact on vegetation.
- Long-term trend analysis based on historical wildfire data and prediction of future risks.
- 5. Operational reports from NP Tara with recommendations for technology integration

Documentation of key findings and guidelines for the long-term implementation satelite systems in fire protection:

- Semi annual report:
  - Initial pilot testing results, including identified challenges and preliminary recommendations for improvements.
- Final report:
  - Comprehensive analysis of testing results, including system efficiency assessment and technical recommendations.
  - Guidelines for satellite technologies integration into NP Tara's fire management strategies.
  - Operational plan for expanding the use of satellite technologies in the other protected areas.









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### 6. Deadlines

The following are the key tasks and delivery deadlines that ensure the timely implementation of project activities. All tasks are aligned with the project phases to maintain continuity and quality of the delivered results.

### 1. Inception Report

**Deadline:** Within 1 month from contract signing **Contents:** 

- Review of existing data and conditions in NP Tara.
- Detailed methodology for pilot testing of satellite technologies.
- Operational work plan with a clearly defined timeframe and responsibilities.

### 2. Interim Report

**Deadline:** Within 3 months from contract signing **Contents:** 

- Results of data collection and initial analysis.
- Initial findings on satellite system performance.
- Report on data calibration and validation through field measurements.
- Identification of initial challenges in system testing and proposals for their resolution.

### 3. Semi-Final Report

**Deadline:** Within 6 months from contract signing **Contents:** 

- Summary of findings from the pilot testing of satellite technologies.
- Evaluation of system performance in fire detection, real-time monitoring, and damage assessment.
- Recommendations for further integration of the technology into the fire management system.
- Feedback from key stakeholders and adjustments to the methodology based on their suggestions.











### 4. Final Report

## Deadline: Within 9 months from contract signing Contents:

- Comprehensive analysis of the pilot testing results of satellite technologies.
- Detailed assessment of system effectiveness, including maps and statistical analyses.
- Operational recommendations and action plan for the long-term integration of satellite surveillance into the fire protection system of Tara National Park.
- Conclusions and guidelines for future implementations in other protected areas.

#### **Delivery deadline table**

No.	Deliverable	Deadline	Contents
1	Inception Report	Within 1 month from contract signing	Review of data, methodology, and operational work plan
2	Interim Report	Within 3 months from contract signing	Results of initial analysis, data calibration, preliminary evaluation.
3	Semi-Final Report	Within 6 months from contract signing	Summary of testing findings, performance analysis, recommendations for scaling the technology
4	Final Report	Within 9 months from contract signing	Final analysis, detailed recommendations, long- term integration plan for satellite technologies.











### 7. Qualifications and experience of the bidder

Requirement	Description		
Qualification	<ul> <li>The bidder must have manufacturer authorization to offer the appropriate software solution.</li> </ul>		
Relevant experience and technical expertise	<ul> <li>Reference list of a minimum two completed projects in the field of fire protection (equipment or fire protection systems) in the last two years. Portfolio of the Team's Professional Capacities</li> </ul>		
Proof of business and legal capability	<ul> <li>(a) A criminal record extract from the competent court confirming that the bidder has not been convicted by a final judgment for organized crime, corruption, fraud, or money laundering.</li> <li>(b) An extract or certificate from the relevant authority confirming that the bidder is not in bankruptcy or liquidation.</li> <li>(c) Certificate from the competent tax administration confirming that the bidder has fulfilled all obligations related to pension, disability, and health insurance.</li> <li>(d) Certificates from relevant institutions confirming that the bidder all obligations related to direct and indirect taxes.</li> </ul>		
Proof of professional competence	<ul> <li>The bidder must submit a valid registration certificate from the court register or an equivalent document proving the legal right to engage in the required activity.</li> <li>All documents must be originals or certified copies of the originals.</li> </ul>		









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### 8. Supervision of task execution and reporting

The Bidder is obliged to provide support to the Client of this task, specifically the Project Partner – JP "National Park Tara" Bajina Bašta, in reporting during the process, while the Project Partner is accountable to the Lead Partner. The Project Partner is responsible for managing the contract with the Contractor and ensuring the quality of task execution.

### 9. Participation rules for Bidders

Any legal entity registered for services related to procurement procedures is eligible to participate in the contract award procedures.

- Bidders (or experts from the bidder's team) who have one or more negative references, as well as groups of bidders (or experts within the bidder's team) with negative references, are not eligible to participate and will be excluded from the process.
- Each bidder is allowed to submit only one offer per contract award procedure. A bidder cannot be a subcontractor in another offer within the same contract award procedure. Expert team members are allowed to participate in only one bid per contract award procedure.
- Individuals involved in the preparation of documentation for the contract award procedure are not allowed to participate as bidders or members of a joint bidding group in that contract award procedure.

### 9.1. Procedural costs

The bidder is responsible for all costs related to the preparation and submission of the offer. The Contracting Authority shall not be held liable for these costs, regardless of the outcome of the procurement procedure.











### 9.2. Prevention of conflict of interest

Prior participation in the procurement process is considered applicable if the bidder has had an opportunity to gain knowledge that provides an advantage in the procurement process, for example:

- (i) Through their participation in the preparation of the call for tenders or tender documentation.
- (ii) By conducting a feasibility study or preliminary project.
- (iii) Through personal contact with the contracting authority.

Prior participation is not inherently illegal, unless it provides the bidder with a competitive advantage, for example:

- (i) If it allows the bidder to shape the procurement procedure in their favor.
- (ii) If it enables them to submit a better offer.
- (iii) If prior participation is deemed illegal, the concerned bidder (company and its employees) must be disqualified from the procedure, as specified in the tender documentation.

Prior participation is considered lawful if:

- (i) The bidder's participation and acquired knowledge are insignificant.
- (ii) Equal conditions can be ensured by making the relevant information (e.g., "market clarifications," "feasibility studies") available to all bidders along with the tender documentation, while providing sufficient time for bid preparation.

All experts or companies involved in preparatory work, who are not excluded from further procurement procedures, must be listed in the tender documentation, along with the scope of their participation.

If a conflict of interest arises among Evaluation Committee members, they will be replaced by their alternate members. Members and their alternates will be appointed via a nomination letter for each procurement procedure.

### 9.3. Communication rules

All requests, information, and clarifications relevant to the contract award procedure documentation and other documents in the process may be sent via email to the following address: <u>marko.tomic@nptara.rs</u>

The responsible partner is obligated to respond within a maximum of 5 working days from the date of receipt of the email.











### 9.4. Qualification of the bidders

### I. Formal requirements

- Adherence to the submission deadline: Bids must be submitted within the defined deadline specified in the call, no later than 12/04/2025 – 23:59.
- Compliance with the required format: Bids must be complete and conform to the format described in Section 9.4.1.

### II. Determination of competencies

To be considered, bids must meet the following competency criteria:

- Legal status: Proof of the legal status of the bidder.
- **Competence for performing professional activities**: The bidder must be registered for the relevant activities.
- **Economic and financial capacity**: The bidder must provide evidence of financial stability and ability to fund activities, including:
  - Balance sheets and profit/loss statements for the last three years.
  - Proof that the bidder is not subject to criminal proceedings or liquidation procedures.
- **Technical and professional capability**: Proof of expertise, including:
  - Bidder's profile.
  - List of completed services/work.
  - Statement on the bidder's technical equipment and capacities.

If necessary, the contracting authority may request additional documentation as proof of the bidder's competencies.

### III. Contract award criteria

- Best value for money (economically most advantageous offer): This criterion is used for selection. The weighting of technical quality and price for the specific type of contract:
  - For consulting services, the technical proposal carries more weight than the financial proposal. The technical proposal will carry 60% of the total evaluation score, while the financial proposal will carry 40% (out of a maximum of 100 points).
- Elements of the technical proposal for consulting and engineering services:
  - Qualifications, experience, and certifications of experts.
  - Number of successfully completed projects.
  - Methodology, approach, and timeframe.
- Financial evaluation:
  - $\circ$   $\;$  The bid price is calculated excluding VAT.











### 9.4.1. Content of the offer

The following structure is mandatory for the bid submission:

- Documents proving legal status, professional activity, economic and financial capacity, and technical and professional capability.
- Signed and stamped declaration stating that the bidder understands and accepts all requirements outlined in the published call.
- Declaration confirming that the bidder has the required personnel available for the entire duration of the contract.
- Technical proposal.
- Financial proposal.

### 9.4.2. Language

Bids, complete documentation, and communication must be submitted in both the local language and English.

### 9.4.3. Price and currency of the offer

The bid must include all costs (e.g., customs fees) and be expressed excluding VAT.

The total price must be written in both numbers and words. In case of discrepancies, the price written in words shall prevail.

In the event of calculation errors, the Evaluation Committee shall decide which price is valid.

If the offered price exceeds the planned budget, but the bidder meets all other criteria, the Committee may either cancel the procedure or negotiate with the bidder to lower the price.

The bid price must be expressed in the local currency (RSD).

### 9.4.4. Submission of the offer

Bids that meet all the requirements outlined in Section 9.4.1. must be submitted as follows:

- One original copy, signed and stamped.
- One electronic version (on CD or USB stick), both enclosed in a single sealed envelope.
- The electronic and original versions must be identical.
- The submission deadline is 20 calendar days from the date of publication of the call.
- Bids must be delivered to the address specified in the call, either In person, by express courier, or by registered mail.











For bids submitted via express or registered mail: The submission date is determined based on the postmark date, certified by the postal service. The bid must be sent no later than 12/04/2025, to the address: MILENKA TOPALOVIĆA 3, 31250, Bajina Bašta, Srbija.

For bids submitted in person: The submission deadline is 12/04/2025, no later than 15:00 local time to the address: MILENKA TOPALOVIĆA 3, 31250, Bajina Bašta, Srbija.

The submission must be verified through a signed and stamped receipt of the delivered bid.

The envelope must include:

- Reference number of the call
- Title of the public call
- Full name of the legal entity (bidder) and address
- The phrase: "Do not open before the formal start of the Evaluation Committee meeting."

Bids are not opened publicly.

The Evaluation Committee is responsible for opening and reviewing bids. Late submissions will not be considered and will be returned to the bidder.

### 9.4.5. Evaluation of the offer

- The Evaluation Committee reviews bids based on the formal requirements and competency criteria outlined in Section 9.4.
- Bids that do not meet the formal requirements will not be considered.
- The evaluation is conducted according to the contract award criteria, with each Committee member individually assessing the bids.
- The final score for each bid is the average of all individual scores given by the Committee members.

If necessary, the Committee may request additional clarifications from the bidder via email. The bidder must respond directly to the requested information.

### 9.4.6. Contracting with the selected bidder

The bidder with the highest score, based on all sub-elements of the "economically most advantageous offer" criterion, will be selected for contract award.

If two or more bids receive an identical score, the contract will be awarded to the bidder who submitted their offer first.









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If only one bid is submitted, it must meet the minimum scoring requirements for the elements of the "economically most advantageous offer" criterion in order to be selected for contracting.

The selected bidder will be notified in writing of the final decision within 5 days from the date the decision is made.

Non-selected bidders will also be notified in writing after the contract with the selected bidder has been signed, but no details of the selection process will be disclosed.

### There is no right to appeal.

Information about the selected contractor will be published on the website of the responsible grant partner, if applicable.

### Annexes

- 1. Financial offer form
- 2. Technical specification





