



# PRO TEND DOOEL Skopje

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## PRICE LIST

Code	Service description	Unit	Unit Cost (EUR w/o VAT)
<b>TENDER BIDS MANAGEMENT</b>			
<b>T.1</b>	<b>PLAN TENDERS PARTICIPATION</b>		
T.1.1	POSITIONING THE PRODUCT ON THE MARKET		
T.1.1.1	Find tenders	procedure	10
T.1.1.2	Find subcontractors	procedure	48
T.1.1.3	Plan for successful meeting the needs, wants and expectations of tenders	procedure	150
<b>T.2</b>	<b>TENDERS PARTICIPATION REGISTRATION</b>		
T.2.1	PREPAY FOR MONITORING TEND** -TENDERS	month	9
T.3.1.1	ESPP - State Public Procurement		
T.3.1.2	PC - Private Companies		
T.3.1.3	IFA - International Financial Agencies: UNDP, EBRD, World Bank, USAID, IPARD, etc.		
T.2.2	REGISTRATION FOR SUB***-SUBCONTRACTOR	month	0
<b>T.3</b>	<b>MONITOR AND CONTROL TENDERS</b>		
T.3.1	PREPAY FOR ANALYSIS OF TEND** -TENDERS	month	42
T.3.1.1	Capability criteria for tender participation		
T.3.1.2	General terms and conditions in tender documentation		
T.3.2	COMPLETING THE OFFER PER TENDER CLASS*		
T.3.2.1	Class I	procedure	24
T.3.2.2	Class II	procedure	74
T.3.2.3	Class III	procedure	200
T.3.2.4	Class IV	procedure	450
<b>T.4</b>	<b>TENDER BIDS CLOSURE</b>		
T.4.1.1	e-APPLICATION OF BID IN TENDER		
T.4.1.2	Bid delivery	procedure	26
T.4.1.2	Electronic auction	procedure	15
T.4.2	APPELLATE PROCEDURE	procedure	on demand
<b>PROJECT PROCUREMENT MANAGEMENT</b>			
<b>N.1</b>	<b>PLAN PURCHASES AND ACQUISITIONS</b>		
N.1.1.S	ANALYSIS OF MARKET NEEDS OF INVESTMENT	procedure	on demand
	Analysis of market needs		
	Analysis of procurement needs		
N.1.2.P	FEASIBILITY STUDY WITH IMPLEMENTATION PLAN	procedure	on demand
	Legal and technical analysis		
	Financial economic analysis		
	Conclusions and recommendations		
<b>N.2</b>	<b>PLAN CONTRACTING</b>		
N.2.1.P	PROCUREMENT DECISION	procedure	200
	Preparation of decision on the quality of procurement		
	Preparation of decision on the quantity of procurement		
N.2.2.P	ANALYSIS OF POTENTIAL SELLERS	procedure	150
<b>N.3</b>	<b>REQUEST SELLER RESPONSES</b>		
N.3.1.P	IMPLEMENTATION OF TECHNICAL DIALOGUE WITH BIDDERS	procedure	150
N.3.2.P	PREPARATION OF TENDER DOCUMENTATION	procedure	400
	Required legal elements		
	Technical specification		
	Criteria for business capability		
N.3.3.P	EXPLANATION FOR APPROVAL OF TENDER DOCUMENTATION	procedure	100
<b>N.3.4</b>	<b>OPEN CALL FOR PROCUREMENT</b>		
N.3.4.1.P	Announcement of a public call for bids in PRO TEND base of bidders	procedure	0
N.3.4.2.P	Announcement and implementation of a public call for bids in the ESPP of RM	procedure	150
N.3.4.3.P	Preparing minutes of bids opening	procedure	50
<b>N.4</b>	<b>SELECT SELLERS</b>		
N.4.1.P	CONTRACT FOR PROCUREMENT	procedure	200
	Reviewing offers		
	Choosing among potential sellers		
	Negotiating with each seller		
	Contracting with each seller		
N.4.2.B	PROCUREMENT PROCEDURE REPORT	procedure	50
<b>N.5</b>	<b>CONTRACT ADMINISTRATION</b>		
N.5.1.P	MONITORING PROCUREMENT	month	40
	Procurement receipt policies		
	Procedures and guidelines for the delivery of the procurement		
	Invoices and receipts recording		
N.5.2.B	CONTROLLING PROCUREMENT	month	40
	Challenges in procurement receipt		
	Challenges in delivering procurement		
	Recommended corrective actions in procurement		
N.5.3.R	VERIFICATION OF PROCUREMENT PROJECT EFFECT AND EFFICIENCY	procedure	114
<b>N-6</b>	<b>CONTRACT CLOSURE</b>		
N.6.1.R	PROCUREMENT DECISIONS FEASIBILITY CALCULATION	procedure	150

### NOTES:

1. Our principle of operation, is based on Managing business using Lessons learned on Feasibility of the Decision.

- When finding a tender, You will receive information for tenders announced by state authorities, private companies, and international financial agencies for which deadline for placing bid is not met. Information about when where and how You might to participate.
- When searching for a subcontractor, You will receive contact and description of all subcontractors in requested industry, sorted by amount of contracts for public procurement in previous 3 years.
- For each project further, we sign a statement of material, moral and criminal responsibility on discretion assurance.
- It is possible to group services by own choice.

\*Price classes depend on the type of project, where:

	S.A.	P.C.
Class I	0-20k€	0-20k€
Class II	20-130k€	20-130k€
Class III	130-500k€	130-500k€
Class IV	^500k€	^130k€

\*\*TEND, is database of public calls for procurement announced by state authorities (SA), private companies (PC) and international financial agencies (IFA) such as UNDP, EBRD, World Bank, USAID, IPARD, etc.

\*\*\*SUB, is database of active participants in the tenders, from each industry, willing to join ventures.

The price does not include costs for:

- Institutional application documents buyout,
- Tender documentations buyout,
- Providing bank guarantees,
- Translation and notarization of documents for participation in tenders.
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