

---

# **Standard Prequalification Documents**

## **Prequalification of Tenderers**

**Durres – Tirana Public Transport Terminal (PTT) Railway Line and  
New Railway Connection to Tirana International Airport (TIA)**



**April 2018**

## TABLE OF CONTENTS

<b>PART A</b>	<b>3</b>
<b>Invitation for Prequalification</b>	<b>3</b>
 <b>SECTION I: Instructions to Applicants</b>	 <b>6</b>
1. Scope of Prequalification	6
2. Source of Funds	6
3. Prohibited Practices	6
4. Eligible Applicants	8
5. Eligible Goods, Works and Services	9
6. Prequalification Document	10
7. Clarification of Prequalification Document	10
8. Amendment of Prequalification Document	11
9. Cost of Prequalification	11
10. Language of Prequalification	11
11. Documents Comprising the Application	11
12. Letter of Application	12
13. Documents Establishing Qualifications of Applicants	12
14. Format and Signing of Applications	12
15. Submission, Sealing and Marking of Application	13
16. Withdrawal, Substitution, and Modification of Applications	13
17. Deadline for Submission of Applications	13
18. Late Applications	13
19. Application Opening	14
20. Confidentiality	14
21. Clarification of Applications	15
22. Evaluation of Applications	15
23. Client's Right to Accept Any Application, and to Reject Any or All Applications	15
24. Notification of the Outcome of Prequalification	15
25. Invitation to Tender	16
 <b>SECTION II: Prequalification Data Sheet</b>	 <b>18</b>
Scope of Prequalification	18
Source of Funds	18
Prequalification Document	19

Clarification of Prequalification Document	19
Language of Prequalification	19
Documents Comprising the Application	19
Documents Establishing Qualifications of Applicants	20
Format and Signing of Applications	21
Deadline for Submission of Applications	21
Application Opening	21
Evaluation of Applications	22
<b>SECTION III: Application Forms</b>	<b>28</b>
Letter of Application	29
General Experience Form	33
Specific Experience Form	35
Information Request Consent	40
Personnel Capabilities Form	41
Candidate Summary Form	42
Equipment Availability Form	43
Equipment Capacity Form	44
Manufacturing Capacity Form	45
Financial Position Form	46
Bank Information Request Consent	49
Non-Performance History Form	50
Debarment Declaration Form	51
Current Contract Commitments and Pending Awards Form	52
Subcontractors Information Form	53
Subcontractors Information - Specific Experience Form	54
Subcontractors Specific Experience Form	55
Information Request Consent	56
JVCA Form	57
Sample Parent Company Guarantee	59
<b>Check List</b>	<b>61</b>
<b>PART B</b>	
<b>Information on the Contract</b>	
1. General Information on the location and basic design of the contract	62
2. Climatic Conditions of the area	66

## **PART A**

### **INVITATION FOR PREQUALIFICATION**

#### **Albania / Shqiperi**

#### **Albanian Railways Project**

#### **Invitation for Prequalification**

#### **Rehabilitation of the Durres - Tirana Railway Line and construction of a New Railway Line to Tirana International Airport.**

This Invitation for Prequalification follows the General Procurement Notice for this project which was published on the EBRD website, *Project Procurement Notices* (<http://www.ebrd.com/work-with-us/procurement/p-pn-171010a.html>) on 10.10.2017. *Procurement Ref.: 8848-GPN-48466.*

Albanian Railways (Hekurudha Shqiptare sh.a. "HSH"), hereinafter referred to as "the Client", intends using part of the proceeds of a loan from the European Bank for Reconstruction and Development, hereinafter referred to as "the Bank", towards the cost of **Rehabilitation of the Durres - Tirana Railway Line** and construction of a **New Railway Line to Tirana International Airport.**

The Client intends prequalifying firms and consortia to tender for the following contract(s), hereinafter referred to as "the Contract", to be funded from part of the proceeds of the loan:

The Tirana – Durres (single) line is at present the busiest section of the Albanian railway network, providing connection of the capital of the country with Durres, the second larger Albanian city, as well with the port of Durres, the major maritime gate of the country to Europe and the rest of the world.

Built in 1951 and rehabilitated in 1996 the Tirana – Durres line comprises the most modern superstructure of the network.

The railway runs through mainly plain terrain, with hilly regions located in the wider Vore area and in Rrashbull featuring in general comfortable geometric characteristics with large radius curves and mild profile slopes for most of its' development (500m minimum horizontal curve radius and vertical curve radii in excess of 10.000m) which after improvements on the condition of the track and safety issues, would allow train speeds of at least 100 km/h, ideal for regional or suburban passenger rail traffic.

The new (single) line to Tirana International Airport begins at the 27th Km of the Durres - Tirana line by means of triangular at grade rail intersection and terminates within the fence of the Tirana International Airport, in close proximity with the airports' terminal, by means of a central platform terminal station.

**Subject of this contract is:**

- The rehabilitation of the Durres - Tirana Public Transport Terminal (PTT) railway line, starting at KP 0+640 at the head of existing Durres Station Platform until the end of the new Tirana PTT station at KP 32+680.
- The construction of a new railway line to Tirana International Airport, with a total length of approximately 5.7km.

This Works Contract, which will not be subdivided into lots, consists of the following main elements:

- Earth works:
  - Excavation 700.000 m<sup>3</sup>
  - Embankments 300.000 m<sup>3</sup>
- Rail replacement and re-ballasting: 43 km
- New tracks incl. ballasting: 14.5 km
- No. of platforms: 15 pcs
- Civil structures
  - Bridges:
    - Major bridges subject to rehabilitation 5 pcs
    - New major bridges 3 pcs
    - Small bridges subject to rehabilitation 2 pcs
  - Culverts 83 pcs
  - Retaining walls and other: 40 pcs
- Road works for the reinstatement of the local road network
- Signaling and telecommunication: 58.5 km
  - At grade Automatic Half Barrier road crossings 19 pcs
  - At grade signalized pedestrian crossings 5 pcs
  - Interlocking System 1 pcs
  - Railway Stations (Control Areas) 7 pcs
  - Detail design study for Signaling and Telecom implementation

Envisaged time for construction : **30 months** from commencement

Prequalification and tendering for contracts to be financed with the proceeds of a loan from the Bank is open to firms and joint ventures of firms from any country.

Prequalification documents may be obtained from the office at the address below upon payment of a non-refundable fee of EURO 100.00 (one hundred) or equivalent in a convertible currency.

Payments shall be made by bank transfer to the following accounts:

**HEKURUDHA SHQIPTARE SH.A.**

Bank: AMERICAN BANK OF INVESTMENT S.A. (BRANCH 009)  
 Account N° (IBAN/Euo): AL97210120990000000001472460  
 Swift Code: EMPOALTR  
 Bank Address: Street "Tregtare, Nr. 48, Durres, Albania

Tel: +355 52 900 496

Fax: +355 52 230 753

Upon receipt of appropriate evidence of payment of the non-refundable fee, the documents will promptly be dispatched by courier; however, no liability can be accepted for their loss or late delivery.

If requested, the documents can be dispatched electronically in PDF format free of charge.

The prequalification documents must be duly completed and delivered to the address below, on or before **31.05.2018, 12:00h local time**. Documents which are received late may be rejected and returned unopened.

Interested firms may obtain further information from, and inspect and acquire the prequalification documents at the following office:

**BASHKIM KASORUHO**  
PROJECT IMPLEMENTATION UNIT DIRECTOR  
  
MINISTRY OF INFRASTRUCTURE AND ENERGY  
ALBANIAN RAILWAYS SH.A.  
PROJECT IMPLEMENTATION UNIT  
Adress: Lagjia nr.3, Egnatia Street, Durres, Albania  
Tel. number: +355 522 22037  
Fax number: +355 522 22037  
Email address: bashkim.kasoruho@hsh.com.al

Date: 25/04/2018

## **SECTION I**

### **INSTRUCTIONS TO APPLICANTS <sup>1</sup>**

#### **1. Scope of Prequalification**

- 1.1 The Client indicated in Section II, Prequalification Data Sheet, hereinafter referred to as “PDS”, issues this Prequalification Document for the procurement of the contract(s) described in Part B, Information on the Contract(s), hereinafter referred to as “the Contract”. The title and identification of the Prequalification process as well as the number of contracts/lots and their titles are provided in the PDS.
- 1.2 Unless otherwise stated, throughout this Prequalification Document definitions and interpretations shall be as prescribed in Section I, Instructions to Applicants.
- 1.3 The Client intends prequalifying firms and joint ventures, consortia, or associations to tender for the Contract.
- 1.4 The tendering schedule is outlined in the PDS.
- 1.5 The tender documents will be modelled on the Bank's Standard Tender Documents, as specified in the PDS.
- 1.6 The type of contract to be used is specified in the PDS.

#### **2. Source of Funds**

- 2.1 The Borrower or Recipient (hereinafter called “Borrower”) indicated in the PDS has applied for or received financing (hereinafter called “funds”) from the European Bank for Reconstruction and Development (hereinafter called the “Bank”) toward the cost of the project named in the PDS. The Borrower intends to apply a portion of the funds to eligible payments under the Contract for which this Prequalification Document is issued.
- 2.2 Payments by the Bank will be made only at the request of the Borrower and upon approval by the Bank in accordance with the terms and conditions of the financing agreement between the Borrower and the Bank (hereinafter called the “Loan Agreement”) and will be subject in all respects to the terms and conditions of that Loan Agreement. No party other than the Borrower shall derive any rights from the Loan Agreement or have any claim to the funds. The proceeds of the Bank's loan will not be used for payments to persons or entities, or for any import of goods, if such payment or import is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.

#### **3. Prohibited Practices**

- 3.1 The Bank requires that Borrowers (including beneficiaries of Bank loans), as well as tenderers, suppliers, subsuppliers, contractors, subcontractors, concessionaires, consultants and subconsultants under Bank financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Bank:

---

<sup>1</sup> The Instructions to Applicants hereinafter referred to as “ITA”.

- (a) defines, for the purposes of this provision, Prohibited Practices as one or more of the following:
  - (i) “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
  - (ii) “fraudulent practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
  - (iii) “coercive practice” means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
  - (iv) “collusive practice” means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
  - (v) “theft” means the misappropriation of property belonging to another party.
  - (vi) “misuse of the Bank’s resources” means improper use of the Bank’s resources, committed either intentionally or through reckless disregard; and,
  - (vii) “obstructive practice” means (i) destroying, falsifying, altering or concealing of evidence material to a Bank investigation, which impedes the Bank’s investigation; (ii) making false statements to investigators in order to materially impede a Bank investigation into allegations of a Prohibited Practice; (iii) failing to comply with requests to provide information, documents or records in connection with a Bank investigation; (iv) threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to a Bank investigation or from pursuing the investigation; or (v) materially impeding the exercise of the Bank’s contractual rights of audit or inspection or access to information.
- (b) will reject a proposal for award if it determines that the tenderer, supplier, subsupplier, contractor, subcontractor, concessionaire consultant or subconsultant recommended for award has engaged in Prohibited Practices in competing for the contract in question;
- (c) will cancel the portion of the Bank financing allocated to a contract for goods, works, services or concessions if it at any time determines that Prohibited Practices were engaged in by representatives of the Borrower or of a beneficiary of the Bank financing during the procurement or the execution of that contract, without the Borrower having taken timely and appropriate action satisfactory to the Bank to remedy the situation;
- (d) may declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Bank-financed contract if it at any time determines that the firm has engaged in Prohibited Practices in competing for, or in executing, a Bank-financed contract;
- (e) reserves the right, where a Borrower or a firm has been found by the final judgement of a judicial process in a member country of the Bank or by the enforcement (or similar) mechanism of another international organisation, including Mutual Enforcement Institutions, to have engaged in Prohibited Practices:
  - (i) to cancel all or part of the Bank financing for such Borrower; and

- (ii) to declare that such a firm is ineligible, either indefinitely or for a stated period of time, to be awarded a Bank-financed contract; and
- (f) will have the right to require that, in contracts financed by the Bank, a provision be included requiring suppliers, contractors, concessionaires and consultants to permit the Bank to inspect their accounts and records relating to the performance of the contract and to have them audited by auditors appointed by the Bank.

#### 4. Eligible Applicants

- 4.1 An applicant may be a natural person, private entity, government-owned entity or any combination of such entities in the form of a joint venture, consortium, or association (JVCA).

In the case of a JVCA:

- (a) unless otherwise specified in the PDS, the application shall be signed by all JVCA partners; and
- (b) the JVCA shall nominate a Representative who shall have the authority to conduct all businesses for and on behalf of any and all the partners of the JVCA during the Prequalification process.

- 4.2 In accordance with the Bank's *Procurement Policies and Rules* an applicant from any country may apply for Prequalification, unless as a matter of law or official regulation, the Client's country prohibits commercial relations with the applicant's country. An applicant shall be deemed to have the nationality of a country if the applicant is a citizen of, or is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract.

- 4.3 An applicant shall not have a conflict of interest. All applicants found to have a conflict of interest shall be disqualified. An applicant may be considered to have a conflict of interest with one or more parties in this Prequalification process, if:
- (a) they have controlling partners in common; or
  - (b) they receive or have received any direct or indirect subsidy from any of them; or
  - (c) they have the same legal representative for purposes of this prequalification; or
  - (d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the prequalification of another applicant, or influence the decisions of the Client regarding this Prequalification process; or
  - (e) an applicant, its affiliates or parent organisation has participated in the feasibility or design stages of a project. In which case that applicant, its affiliates or parent organisation shall not be eligible to participate in a prequalification for contracts involving the supply of goods, works or services, including architectural or engineering services, for the project, unless it can be demonstrated that such participation would not constitute a conflict of interest. Such determination must be made prior to the submission of a prequalification application; or

- (f) an applicant participated as a consultant in the preparation of Part B, Information on the Contract(s), that are the subject of the prequalification; or
  - (g) an applicant or any of its affiliates has been hired, or is proposed to be hired, by the Client or the Borrower for the supervision of the Contract.
- 4.4 Notwithstanding the provisions of ITA 4.3 above, a firm may apply for prequalification both individually and as part of a JVCA. However, a prequalified firm or a member of a prequalified JVCA may participate as a tenderer in only one tender, either individually or as a partner in a JVCA, for the Contract. Submission or participation by a tenderer in more than one tender for the Contract will result in the disqualification of all tenders for that Contract in which the party is involved. However, this does not limit the inclusion of the same subcontractors in more than one application.
- 4.5 An applicant shall be disqualified if the applicant, an affiliate of the applicant, a party constituting the applicant or an affiliate of a party constituting the applicant, is under a declaration of ineligibility by the Bank in accordance with ITA 3.1, at the date of the deadline for application submission or thereafter.
- 4.6 No affiliate of the Client shall be eligible to participate in a prequalification in any capacity whatsoever unless it can be demonstrated that there is not a significant degree of common ownership, influence or control amongst the affiliate and the Client or the Borrower.
- 4.7 Applicants shall provide such evidence of their eligibility satisfactory to the Client, as the Client may reasonably request.
- 4.8 Firms shall be excluded if:
- (a) as a matter of law or official regulation, the Borrower's country prohibits commercial relations with the applicant's country, provided that the Bank is satisfied that such exclusion does not preclude effective competition;
  - (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Borrower's country prohibits any import of goods from the applicant's country or any payments to persons or entities in that country;
  - (c) as a matter of law or official regulation, a firm is formally debarred from contracting activities, and the Client may not enter into a contract with such firm; or
  - (d) it has been determined that it has engaged in Prohibited Practices as defined in the Bank's *Procurement Policies and Rules*.

## **5. Eligible Goods, Works and Services**

- 5.1 All goods, works and services to be supplied under the Contract and financed by the Bank, shall have as their country of origin an eligible country of the Bank, in accordance with the Bank's *Procurement Policies and Rules*.
- 5.2 For purposes of this paragraph, the term goods includes commodities, raw material, machinery, equipment, and industrial plants; works includes any kind of civil, mechanical and electrical works; and services includes services such as insurance, transportation, installation, commissioning, training, and initial maintenance.
- 5.3 The term "country of origin" for the goods means the country where the goods have been mined, grown, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognised article

results that differs substantially in its basic characteristics from its imported components.

- 5.4 The nationality of the firm that produces, assembles, distributes, or sells the goods shall not determine their origin.
- 5.5 The term “country of origin” for the works and services means the country where the works are constructed or services are rendered.

## **6. Prequalification Document**

- 6.1 The Prequalification Document consist of Parts A and B, which include all the Sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITA 8:

### **PART A: Prequalification Procedures**

- Section I: Instruction to Applicants
- Section II: Prequalification Data Sheet
- Section III: Application Forms

### **PART B: Information on the Contract(s)**

- 6.2 The Invitation for Prequalification issued by the Client is not part of the Prequalification Document.
- 6.3 The applicant shall obtain the Prequalification Document from the source stated by the Client in the PDS; otherwise the Client is not responsible for the completeness of the Prequalification Document.
- 6.4 The applicant is expected to examine all instructions, forms, terms and information in the Prequalification Document. Failure to furnish all information or documentation required by the Prequalification Document may result in the rejection of the application.

## **7. Clarification of Prequalification Document**

- 7.1 A prospective applicant requiring any clarification of the Prequalification Document shall contact the Client in writing at the Client address indicated in the PDS or raise his enquiries during the clarification meeting if provided for in accordance with ITA 7.4. The Client will respond to any request for clarification, provided that such request is received prior to the deadline for submission of applications, within the number of days specified in the PDS. The Client’s response shall be in writing with copies to all applicants who have acquired the Prequalification Document in accordance with ITA 6.3, including a description of the inquiry but without identifying its source. Should the Client deem it necessary to amend the Prequalification Document as a result of a request for clarification, it shall do so following the procedure described under ITA 8.
- 7.2 Where applicable, the applicant may visit and examine the project site and obtain for itself, on its own responsibility, all information that may be necessary for preparing the application and entering into the Contract. The costs of visiting the site shall be at the applicant’s own expense.
- 7.3 Where the applicant and any of its personnel or agents have been granted permission by the Client to enter upon its premises and lands for the purpose of such visit, the

applicant, its personnel, and agents will release and indemnify the Client and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the visit.

- 7.4 The applicant's designated representative is invited to attend a clarification meeting, if provided for in the PDS. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage. If so provided in the PDS, the Client will organise a site visit.
- 7.5 The applicant is requested, as far as possible, to submit any questions in writing, to reach the Client not later than one week before the meeting.
- 7.6 Minutes of the clarification meeting, including the text of the questions raised without identifying the source, and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all applicants who have acquired the Prequalification Document in accordance with ITA 6.3. Any modification to the Prequalification Document that may become necessary as a result of the clarification meeting shall be made by the Client exclusively through the issue of an addendum pursuant to ITA 8 and not through the minutes of the clarification meeting.
- 7.7 Non-attendance at the clarification meeting will not be a cause for disqualification of an applicant.

## **8. Amendment of Prequalification Document**

- 8.1 At any time prior to the deadline for submission of applications, the Client may amend the Prequalification Document by issuing addenda.
- 8.2 Any addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all applicants, who have obtained the Prequalification Document in accordance with ITA 6.3.
- 8.3 To give prospective applicants reasonable time in which to take an addendum into account in preparing their applications, the Client may, at its discretion, extend the deadline for the submission of applications.

## **9. Cost of Prequalification**

- 9.1 The applicant shall bear all costs associated with the preparation and submission of its application, and the Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the Prequalification process.

## **10. Language of Prequalification**

- 10.1 The applications, as well as all correspondence and documents relating to the Prequalification exchanged by the applicant and the Client, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the application may be in another language provided they are accompanied by an accurate translation of the relevant passages in that language, in which case, for purposes of interpretation of the application, such translation shall govern.

## **11. Documents Comprising the Application**

- 11.1 The application shall comprise the following:

- (a) Letter of Application;
- (b) completed forms, furnished in Section III, Prequalification Forms;
- (c) written confirmation authorising the signatory of the application;
- (d) documentary evidence establishing the applicant's qualifications in support of the relevant forms furnished in Section III, Prequalification Forms;
- (e) in the case of an application submitted by a JVCA, the JVCA agreement or a letter of intent signed by all partners to the JVCA; and
- (f) any other document required in the PDS.

## **12. Letter of Application**

- 12.1 The applicant shall submit the Letter of Application using the form furnished in Section III, Prequalification Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

## **13. Documents Establishing Qualifications of Applicants**

- 13.1 To establish its qualifications to perform the Contract in accordance with the criteria set out in Section II, Prequalification Data Sheet, the applicant shall provide the information requested in Section III, Prequalification Forms.
- 13.2 Applicants shall also provide the additional information, if so required in the PDS.
- 13.3 Failure to provide information, which is essential to evaluate the applicant's qualifications, may result in the disqualification of the applicant.

## **14. Format and Signing of Applications**

- 14.1 The applicant shall prepare one original of the documents comprising the application as described in ITA 11 and clearly mark it "ORIGINAL". In addition, the applicant shall submit copies of the application, in the number specified in the PDS and clearly mark them "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail.
- 14.2 The original and all copies of the application shall be typed or written in indelible ink and shall be signed by a person duly authorised to sign on behalf of the applicant. This authorisation shall consist of a written confirmation as specified in the PDS and shall be attached to the application. The name and position held by each person signing the authorisation must be typed or printed below the signature. The number of copies of the application required shall be specified in the PDS.
- 14.3 An application submitted by a JVCA shall comply with the following requirements:
- (a) Unless not required in accordance with ITA 4.1 (a), be signed so as to be legally binding on all partners and
  - (b) Include the Representative's authorisation referred to in ITA 4.1 (b), consisting of a power of attorney signed by those legally authorised to sign on behalf of the JVCA.
- 14.4 Any amendments, interlineations, erasures, or overwriting shall be valid only if they are signed or initialled by the person signing the application.

## **15. Submission, Sealing and Marking of Application**

- 15.1 Applicants may always submit their applications by mail or by hand. If so specified in the PDS, applicants shall have the option of submitting their applications electronically. Procedures for submission, sealing and marking are as follows:
- (a) Applicants submitting applications by mail or by hand shall enclose the original and copies of the applications in separate sealed envelopes. The envelopes shall be duly marked as “ORIGINAL” and “COPY”. These envelopes shall then be enclosed in one single package;
  - (b) Applicants submitting applications electronically shall follow the electronic application submission procedures specified in the PDS.
- 15.2 The inner and outer envelopes shall:
- (a) bear the name and address of the applicant;
  - (b) be addressed to the Client;
  - (c) bear the specific identification of this Prequalification process; and
  - (d) bear a warning not to open before the time and date for Application Opening.
- 15.3 If envelopes and packages are not sealed and marked as required, the Client will assume no responsibility for the misplacement or premature opening of the application.

## **16. Withdrawal, Substitution, and Modification of Applications**

- 16.1 An applicant may withdraw, substitute, or modify its application after it has been submitted by sending a written notice, duly signed by an authorised representative, and shall include a copy of the authorisation in accordance with ITA 14.2, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the application must accompany the respective written notice. All notices must be:
- (a) prepared and submitted in accordance with ITA 14 and ITA 15 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked “Withdrawal,” “Substitution,” “Modification”; and
  - (b) received in good time prior to completion of the evaluation of applications by the Client.
- 16.2 Applications requested to be withdrawn shall be returned to the applicants.

## **17. Deadline for Submission of Applications**

- 17.1 Applications shall be received by the Client at the address and no later than the date and time indicated in the PDS.
- 17.2 The Client may, at its discretion, extend the deadline for the submission of applications by amending the Prequalification Document in accordance with ITA 8, in which case all rights and obligations of the Client and applicants previously subject to the deadline shall thereafter be subject to the deadline as extended.

## **18. Late Applications**

- 18.1 The Client may consider any application that arrives after the deadline for submission of applications with the purpose of enhancing competition, so long as essential project objectives are not compromised.
- 18.2 Notwithstanding ITA 18.1, the Client reserves the right to reject any application that arrives after the deadline for submission of applications.

## **19. Application Opening**

- 19.1 The Client shall conduct the Application Opening in public, in the presence of applicants' designated representatives and anyone who chooses to attend, and at the address, date and time specified in the PDS. Any specific electronic Application Opening procedures required, if electronic Prequalification is permitted in accordance with ITA 15.1, shall be as specified in the PDS.
- 19.2 First, envelopes marked "Withdrawal" shall be opened and read out and the envelope with the corresponding application shall not be opened, but returned to the applicant. No application withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorisation to request the withdrawal. Next, envelopes marked "Substitution" shall be opened and read out and exchanged with the corresponding application being substituted, and the substituted application shall not be opened, but returned to the applicant. No application substitution shall be permitted unless the corresponding substitution notice contains a valid authorisation to request the substitution. Envelopes marked "Modification" shall be opened and read out with the corresponding application. No application modification shall be permitted unless the corresponding modification notice contains a valid authorisation to request the modification. Subject to ITA 18, only applications that are opened and read out at Application Opening shall normally be considered further.
- 19.3 The Client shall open all other envelopes one at a time and read out: the name of the applicant, its nationality and any other details as the Client may consider appropriate. No applications shall be rejected at Application Opening.
- 19.4 The Client shall prepare a record of the Application Opening that shall include, as a minimum: the name of the applicant, its nationality and whether there is a withdrawal, substitution, or modification. The applicants' representatives who are present shall be requested to sign the record. The omission of an applicant's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to all applicants who acquired Prequalification documents, and posted online when electronic Prequalification is permitted.

## **20. Confidentiality**

- 20.1 Information relating to the evaluation of applications shall not be disclosed to applicants or any other persons not officially concerned with such process until information on the outcome of Prequalification is communicated to the applicants.
- 20.2 Any attempt by an applicant to influence improperly the Client in the evaluation of the applications decisions may result in the rejection of its application.
- 20.3 Notwithstanding the above, from the time of Application Opening to the time, when information on the outcome of Prequalification is communicated to the applicants, if an applicant wishes to contact the Client on any matter related to the prequalification process, it should do so in writing.

## **21. Clarification of Applications**

- 21.1 To assist in the examination and evaluation of the applications, the Client may, at its own discretion, ask any applicant for a clarification of its application, allowing a reasonable time for response. Any clarification submitted by an applicant that is not in response to a request by the Client may not be considered. The Client's request for clarification and the response shall be in writing.
- 21.2 If an applicant does not provide clarifications of its application or substantiations of the information supplied, by the date and time set in the Client's request for clarification, its application may be rejected.

## **22. Evaluation of Applications**

- 22.1 The Client shall use the criteria and methodologies specified in the PDS. No other evaluation criteria or methodologies shall be permitted.
- 22.2 The Client's evaluation of an applicant's qualification shall be based on the contents of the application itself, as defined in ITA 11 and ITA 13, and clarifications thereof.
- 22.3 The Client reserves the right to waive:
- (a) any omissions in applications that do not preclude his evaluation of an applicant's qualification;
  - (b) any minor deviations from the criteria, if they do not materially affect the capability of an applicant to perform the Contract.
- 22.4 The determination shall be based upon an examination of the documentary evidence of the applicants' qualifications submitted by the applicants, pursuant to ITA 11 and ITA 13.
- 22.5 An affirmative determination whether the applicants meet conditionally or unconditionally the qualifying criteria specified under ITA 22.1 shall be a prerequisite for inviting the applicants to tender. A negative determination shall result in the disqualification of the applicant.
- 22.6 Unless otherwise specified in the PDS, the capabilities and qualifications of the manufacturers and subcontractors proposed by the applicants for the major and/or specialised items, where applicable, will be evaluated for acceptability in accordance with the criteria and methodologies defined in the PDS.

## **23. Client's Right to Accept Any Application, and to Reject Any or All Applications**

- 23.1 The Client reserves the right to accept or reject any application, and to cancel the Prequalification process and reject all applications at any time prior to the time, when information on the outcome of Prequalification is communicated to the applicants, without thereby incurring any liability to the applicants. In the case of cancellation of the Prequalification process, all applications submitted shall be promptly returned to the applicants.

## **24. Notification of Outcome of Prequalification**

- 24.1 The Client shall notify all applicants about the outcome of Prequalification in writing.

- 24.2 The notification shall include, as a minimum: the names of the prequalified applicants and their nationality.
- 24.3 In addition to information to be sent in accordance with ITA 24.2, the notification to be sent to conditionally prequalified applicants shall list the specific conditions of their prequalification and the time period within which these conditions are to be met.
- 24.4 In addition to information to be sent in accordance with ITA 24.2, the notification to be sent to rejected applicants shall state the specific reasons for the rejection of their applications.
- 24.5 In all cases, the notification should state that Prequalification will be followed by verification of the applicants' qualification at the time of tendering, and that tenders will be rejected by the Client, at its discretion, if the verification is unsatisfactory or if the tenderer is unable to confirm the requirements specified in accordance with ITA 24.3.
- 24.6 The applicants should be advised that only firms and JVCA that have been prequalified under this Prequalification will be eligible to tender.
- 24.7 The Client shall make publicly available to any interested party and shall publish on the Bank's website the list of prequalified applicants immediately after information on the outcome of Prequalification is communicated to all applicants.
- 24.8 After publication of the outcome of Prequalification, unsuccessful applicants may request in writing to the Client for a debriefing seeking explanations on the grounds upon which their application was rejected. The Client shall promptly respond in writing to and arrange a debriefing of any unsuccessful applicant who, after publication of the outcome of Prequalification, requests a debriefing.
- 24.9 Subject to ITA 25.5, the Client will notify the applicants of any changes in the list of prequalified tenderers not later than 14 days prior to the tender opening.

## **25. Invitation to Tender**

- 25.1 The Client shall invite to tender for the Contract only those applicants who have been prequalified under this procedure.
- 25.2 At any time after information on the outcome of Prequalification was communicated to the applicants the Client reserves the right to:
- (a) amend the scope and the cost estimates of the Contract to be tendered, in which event only those prequalified applicants who meet the amended requirements may be invited to tender for the Contract; or
  - (b) cancel the outcome of Prequalification.
- The Client shall neither be liable nor be under any obligation to inform the applicants of the grounds for such action.
- 25.3 Prequalified tenderers will be required to provide a tender security. The successful tenderer will be required to provide a performance security. Details of these securities will be specified in the tender documents for the Contract.
- 25.4 At the time of submitting their tenders, prequalified tenderers shall update the relevant information used at Prequalification to confirm that they continue to comply with the qualification criteria and verify that the information previously provided is still valid and

correct. A tenderer may be disqualified at the time of the Contract award if it no longer meets the qualification requirements.

- 25.5 The formation of a new JVCA after Prequalification, any change in a prequalified JVCA or prequalification of any individual partners of a dissolved prequalified JVCA shall be subject to the written approval of the Client prior to the deadline for submission of tenders. Such approval may be denied if
- (c) partners withdraw from a JVCA and the remaining partners do not meet the qualifying requirements;
  - (d) the level of participation by partners or the structure of the JVCA is substantially changed;
  - (e) the new JVCA or an individual partner of a dissolved prequalified JVCA is not qualified;
  - (f) in the opinion of the Client, it may lead to a substantial reduction in competition; or
  - (g) a request for a change in the prequalification status of tenderers (prequalified applicants) is received by the Client after the date, which is 14 days prior to the deadline for tender submission.

## SECTION II

### PREQUALIFICATION DATA SHEET

#### 1. Scope of Prequalification

##### 1.1 The Client is: Albanian Railways sh.a.

The title of the Prequalification process is: The Rehabilitation of Durres – Tirana Public Transport Terminal (PTT) railway line and new railway connection to Tirana International Airport (TIA)

The identification number of the Prequalification process is: 8848-GPN-48466

The number of contracts/lots and titles of contracts, for which the Prequalification Documents are issued: Single Contract for “Rehabilitation of Durres – Tirana Public Transport Terminal (PTT) railway line and new railway connection to Tirana International Airport (TIA)”

##### 1.4 The tendering schedule is as follows:

Invitation for Prequalification:	25/04/2018
Submission of Applications:	31/05/2018
Results of Prequalification:	08/2018
Invitation to Tender:	08/2018
Submission of Tenders:	10/2018
Contract Award:	12/2018

##### 1.5 The tender documents will be based on the Bank’s Standard Tender Documents for the procurement of works through open tendering

##### 1.6 The contract will be a re-measurement unit rate based fixed price contract. FIDIC Conditions of Contract for Construction, First Edition, 1999, will be used as a basis.

#### 2. Source of Funds

##### 2.1 The Borrower is: *Albanian Government, Ministry of Finance*

The Project is: The Rehabilitation of Durres – Tirana Public Transport Terminal (PTT) railway line and new railway connection to Tirana International Airport (TIA)

## 6. Prequalification Document

- 6.3 Interested firms may obtain and inspect and acquire the Prequalification Documents at the following address:

Contact person: Bashkim Kasoraho  
Executing Agency: Albanian Railways sh.a.  
Street Address: Lagjia nr.3, Egnatia Street  
Floor/Room number: 2<sup>nd</sup> floor  
City: Durres  
Postal Code: 2000  
Country: Albania  
Phone number: +355 522 22037  
Facsimile number: +355 522 22037  
E-mail address: bashkim.kasoraho@hsh.com.al

## 7. Clarification of Prequalification Document

- 7.1 For clarification purposes only, the Client's address is:

Attention: Bashkim Kasoraho  
Street Address: Albanian Railways sh.a. Lagjia nr.3, Egnatia Street  
Floor/Room number: 2<sup>nd</sup> floor  
City: Durres  
Postal Code: 2000  
Country: Albania  
Facsimile number: +355 522 22037  
E-mail address: bashkim.kasoraho@hsh.com.al

Requests for clarification shall be received by the Client no later than 14 days, prior to the deadline for submission of applications.

- 7.4 A clarification meeting will not take place.  
A site visit conducted by the Client will not be organised.

## 10. Language of Prequalification

- 10.1 The language of the Prequalification is: English

## 11. Documents Comprising the Application

11.1 The application shall include the following additional documents:

- (i) charter;
- (ii) registration (incorporation) documents;
- (iii) evidence of participation (membership) in self regulating associations:
  - Letter of association clearly denominating the Lead firm
  - In case of an application by a consortium, a description of the envisaged work load distribution of the consortium members, structure and responsibilities amongst the members.
- (iv) the names and addresses of the applicant's bank(s);
- (v) the authorisation allowing the Client to request verification from the applicant's bank(s);
- (vi) the list of planned subcontractors/manufacturers/vendors;
- (vii) information on debarment resulting from contracts completed or under execution by the applicant over the last five years;

## 13. Documents Establishing Qualifications of Applicants

13.1 Applicants shall also provide the following additional information:

- (i) licences (permissions) for the following activities:
  - to provide relevant valid certificates or equivalent documents showing that the applicant/applicants (in a case of JV or consortium) are authorised to perform
  - to provide relevant valid certificates or equivalent documents for the engaged relevant staff, that it is authorised to perform the construction works in the country of origin,
- (ii) annual financial statements for the last five years supported by audit statements or tax returns/acceptance by the tax authorities;
- (iii) complete information on any current and past litigation and/or arbitration (with an indication of the matters in dispute, the parties involved, the amounts in dispute and the outcome, where available) resulting from contracts completed or under execution by the applicant over the last five years;
- (iv) complete information on any termination of contracts (with an indication of the causes of the termination and the parties involved) completed or under execution by the applicant over the last five years;

**Applicants shall not be permitted to claim the experience and capability of their parent companies for the purposes of meeting the minimum qualification requirements.**

The Client shall consider the experience and qualification of applicants only on their own merits.

#### **14. Format and Signing of Applications**

- 14.1 In addition to the original of the application, the applicant shall submit the following number of copies: 4 (four)

Additionally to the requested hard copies the applicant shall submit a copy of the application in electronic (PDF) format on a CD/DVD.

- 14.2 The written confirmation of authorisation to sign the application shall consist of a duly authorised power of attorney, indicating that the person(s) signing the application has the authority to sign the application and the application is thus binding upon the applicant.

#### **17. Deadline for Submission of Applications**

- 17.1 For application submission purposes only, the Client's address is:

Attention: Bashkim Kasoraho  
Street Address: Albanian Railways sh.a. Lagjia nr.3, Egnatia Street  
Floor/Room number: 2<sup>nd</sup> floor  
City: Durres  
Postal Code: 2000  
Country: Albania  
E-mail address: bashkim.kasoraho@hsh.com.al

The deadline for application submission is:

Date: 31/05/2018  
Time: 12:00 h local time

#### **19. Application Opening**

- 19.1 The Application Opening shall take place at:

Street Address: Albanian Railways sh.a. Lagjia nr.3, Egnatia Street  
Floor/Room number: 2<sup>nd</sup> floor  
City: Durres  
Postal Code: 2000  
Country: Albania

The time of Application Opening is:

Date: 31/05/2018  
Time: 12:00 h local time

## 22. Evaluation of Applications

22.1 To be prequalified for tendering for the Contract, the applicant must demonstrate to the Client that it substantially satisfies the requirements regarding experience, personnel, equipment, financial position and litigation history, specified below:

### 1. General Experience

The applicant shall have an average annual turnover (defined as annual earnings, expressed in its equivalent of a defined currency) as a contractor over the last five years of **EUR 120 million** equivalent.

The turnover value in other currencies than the defined currency should be recalculated into that currency based on the exchange rate as of the 1<sup>st</sup> of July of each year reported, as set by National Bank of Albania.

### 2. Specific Experience

The applicant shall meet the following minimum criteria:

- (a) Successful experience as a contractor (prime or nominated subcontractor) in the execution of **at least 2 contracts** of a nature and complexity comparable to the proposed contract (rehabilitation of railway contracts), **completed within the last 5 years prior to submission of the application** (each one in amount of minimum **EURO 30 million** and total amount minimum **EURO 85 million**).

For assessment purposes, max 2 (two) of the above referred contracts shall meet cumulatively the following requirements:

- i. **Superstructure of minimum 25 km** of construction and/or rehabilitation works of single railway track (ballast or/and ballastless).
- ii. **Minimum 20 km of Continuous Welded Railway Track.**
- iii. **Laying** of at least **40** turnouts;
- iv. **Minimum 3 railway stations**

(b) The works of at least one from the above contracts should have been performed **under simultaneous traffic and operation** of the existing railway line.

- (c) successful experience as a contractor (prime or nominated subcontractor) in the execution of at least 2 civil works contracts which include the construction of road or railway bridges within the last 5 years **prior to submission of the application**. For assessment purposes, max 2 (two) of the above referred contracts shall meet cumulatively the following requirements:

- **minimum 7 prestressed concrete bridges** (Road or/and Railway bridges) with minimum span of 30 meters each.

- (d) Successful experience as a contractor (prime or nominated subcontractor) in the execution of at least two contracts for Railway Electronic Signalling and Telecommunication System installation of a nature and complexity comparable to the proposed contract within the last 5 years. **prior to**

**submission of the application.** For assessment purposes the referred contracts shall meet cumulatively the following requirements:

- minimum **25 km of Electronic Signalling System (SIL-4)** and telecommunication system equipment installation, measured as single track line, on railway construction or rehabilitation projects.
- minimum **25 km of fibre optics** cable including equipment of telecommunications in at least **3** stations
- interlocking system in at least **3 railway stations** with **40 turnouts** total.

For the contracts presented as reference, to be considered completed and claimed as successful experience, the applicant shall submit with their application the taken over certificate (or equivalent document) for the works claimed as reference. Metro contracts will only be considered similar experience provided that the contract referees to construction or rehabilitation of over ground railway.

Where the applicant was lead partner in a JVCA, he can claim as his own experience the entire works executed under that contract, provided that it can be demonstrated with taking over certificate or equivalent document. Where the applicant was a subcontractor in a contract, he can only claim as experience the works he can prove with taking over certificate or equivalent document issued to them. Where the applicant was a JVCA partner, the determination of the portion of the works will be calculated as percentage of the overall contract price corresponding to the applicant's participation percentage in the JVCA on the basis of taking over certificate or equivalent document issued for the reference contract.

The Employer may verify the supporting documents provided by applicant by inquiring directly the beneficiary of works, the employers or by requesting applicant to provide additional proofs.

### 3. Personnel Capabilities

The applicant shall provide suitably qualified personnel to fill the positions listed below. For each position applicants shall supply information in the relevant form (Section III, Prequalification Forms) on a main candidate and an alternate, each of whom should meet the experience requirements specified below:

<i>Position</i>	<i>Total work experience (years)</i>	<i>In similar works (years)</i>	<i>As manager of similar works (years)</i>
<i>Project Manager – On Site Engineer (BSc.Eng)</i>	15	10	5
<i>Assistant Project Manager – On Site Engineer (BSc.Eng)</i>	10	6	5
<i>Chief Designer (Civil engineer) (BSc.Eng)</i>	10	6	5
<i>Signalling Systems Installation Engineer (BSc.Eng)</i>	10	6	5
<i>Telecommunication Systems Installation Eng. (BSc.Eng)</i>	10	6	5

<i>Permanent Way Engineer (BSc.Eng)</i>	10	6	5
<i>Substructure / Earthworks Construction Eng. (BSc.Eng)</i>	10	6	5
<i>Bridge Construction Expert (BSc.Eng)</i>	10	6	5

Should personnel be determined to be unqualified or otherwise unacceptable, the application shall not be rejected, but the applicant shall conditionally prequalified and required to substitute with the acceptable personnel not later than ten days (10) prior to deadline for submission of tenders.

#### 4. *Equipment Availability*

The applicant shall own, or have assured access to (through hire, lease, purchase agreement, availability of manufacturing equipment, or other means), the following key items of equipment in full working order, and must demonstrate that they will be available for use in the Contract.

The applicant may also list alternative equipment which he would propose to use for the Contract, together with an explanation of the proposal.

<b>No.</b>	<b>Equipment Type</b>	<b>Minimum Number required</b>
1	<i>Ballast Tamping Machine</i>	1
2	<i>Ballast Distributing and Profiling Machine</i>	1
3	<i>Switch tamping mashine</i>	1
4	<i>Dynamic Track Stabilizer</i>	1
5	<i>Wagons for new ballast (20 m3)</i>	15
6	<i>Wagons for Rails and Sleepers</i>	5
7	<i>Wagons for excavated material (40m3)</i>	2
8	<i>Track vehicle</i>	2
9	<i>Bulldozer</i>	3
10	<i>Grader</i>	2
11	<i>Railroad excavator</i>	3
12	<i>Mobile Crane</i>	2
13	<i>Tower Cranes</i>	2

Should the equipment be determined to be inadequate, insufficient or otherwise unacceptable, the application shall not be rejected, but the applicant shall conditionally prequalified and required to substitute with the acceptable equipment not later than ten days (10) prior to deadline for submission of tenders.

#### 5. *Financial Position*

The applicant shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means sufficient to meet the construction cash flow for the contract for a period of five months, estimated as not less than **12 million EURO** equivalent, taking into account the applicant's commitments in other contracts.

In case the applicant uses other currency, the calculations shall be based on the exchange rate, as set by Bank of Albania on the date of publication of the Invitation for Prequalification.

The submitted annual financial statements for the last five years must demonstrate the soundness of the applicant's financial position, showing long term profitability, as per the requirement at point 9 below. Consistent losses or a risk of insolvency shown in the accounts may be cause for the disqualification of the applicant.

To facilitate the assessment of information the applicants shall submit a summary of assets and liabilities, expressed in an equivalent of Euro converted based on the exchange rate reported as of the 1<sup>st</sup> of July of each year, as set by Bank of Albania.

Based upon known commitments, the applicants shall also provide a summary of the projected assets and liabilities for the next two years, expressed in its equivalent of Euro converted based on the exchange rate as of the date of publication of the Invitation for Prequalification, as set by Bank of Albania, unless the withholding of such information is justified by the Applicant to the satisfaction of the Client.

Where necessary, the Client may make inquiries with the applicant's banks.

#### *6. Non-performance History*

A consistent history of litigation and/or arbitration awards against the applicant or any partner of a joint venture or their non-performance under the contracts may result in failure of the application.

Moreover, if an applicant is formally debarred from contracting activities by the law or official regulation of the Client's country or by the Bank, and the Client may not enter into a contract with such applicant, the Client may reject the application.

#### *7. Current Obligations and Pending Awards*

The applicant shall have the above mentioned resources free of ongoing obligations and/or pending contract awards.

The applicant shall provide information on the on-going contractual obligations and pending contract awards.

The Client may reject the application if the level of the confirmed commitments to be carried out in parallel with the Contract exceeds the applicant's annual turnover for the previous year by a factor of 1.8.

The pending contract awards shall not be used for the calculation of the above commitments. However, the applicant's qualification shall be conditional on satisfactory review at the time of tender submission.

#### *8. Specific Requirements with regard to JVCA*

JVCA must satisfy the following minimum qualification requirements:

- (a) The JVCA must satisfy collectively all the above mentioned qualification criteria, for which purpose the relevant figures for each of the partners shall be added to arrive at the joint venture's total capacity.
- (b) Each partner shall meet not less than 30 percent of all the qualifying criteria for the turnover and the availability of the financial means as per the criteria specified under general experience and financial position above, whereas the lead partner shall meet not less than 55 percent of the above stated criteria.

Each partner shall satisfy the requirements with regard to the soundness of the financial position and non-performance history, specified above.

- (c) The lead partner of the JVCA shall demonstrate that he acted as a main contractor on project(s) of similar magnitude.

The prequalification of a JVCA does not mean that any of its partners individually, or as a partner in any other JVCA, are prequalified.

#### 9. Soundness of the financial position

- a) The applicant shall demonstrate that the financial results over the last five years and the perspective for the next two years is positive. Consistent losses or a risk of insolvency shown in the accounts will be cause for the disqualification of the applicant.
- b) The applicant shall also demonstrate that it is not:
  - bankrupt,
  - subject of insolvency or winding-up proceedings,
  - have its assets administered by a liquidator or by the court, or
  - have business activities suspended or it is in any analogous situation arising from a similar procedure under national laws and regulations.

To prove compliance with point b) the applicant shall submit any document issued by the relevant authority in the country where he has its business registered that demonstrates that its business doesn't fall in one the situations indicated above. The documents shall be no older than (3) months prior to deadline for submission of applications.

The applicant, and in the case of JVCA each partner, shall satisfy the requirements with regard to the soundness of the financial position.

An applicant shall be prequalified unconditionally, if he meets all the qualification criteria, stated above.

An applicant may be prequalified conditionally, if he fails to meet some of the following criteria:

- (a) composition of JVCA and/or JVCA agreement content;
- (b) critical project management;
- (c) availability of experts in specialised fields;
- (d) access to specialised equipment;
- (e) engagement of specialised subcontractors/suppliers; or

- (f) bank reference(s) or a bank commitment to provide securities and/or line of credit in the event the applicant's tender is successful.

The applicant may also be requested to provide additional critical information, or clarification with regard to the applicant's questionable ability to undertake the proposed works due to the significant current commitments or the pending award of other significant contracts.

In case of conditional prequalification, the applicant shall be prequalified, subject to certain requirements, specified by the Client, being met by him ten (10) days prior to deadline for submission of tenders.

- 22.6 In case, where the applicants plan to use specific manufacturers and/or subcontractors for major and/or specialised items or works, the applicants shall specify the names and qualifications of such specialist subcontractors.

These works are those in excess of 10 percent of the estimated value of the works/supply and/or any of the specific operations and works, listed in the last paragraph of *PDS 22.1.2, Specific Experience*, above.

To be prequalified for tendering for the Contract, the applicants must demonstrate to the Client that the manufacturers and subcontractors proposed by them for the above mentioned works substantially satisfy the requirements regarding specific experience:

The applicant's subcontractors shall meet the following minimum criteria:

- (a) successful experience as a contractor (prime or subcontractor) in the execution of at least two contracts of a magnitude comparable to the works proposed for subcontracting within the last five years; and
- (b) successful experience as a contractor (prime or subcontractor) in the execution of at least two contracts of a nature and complexity comparable to the works proposed for subcontracting within the last five years.

Should a subcontractor be determined to be unqualified or otherwise unacceptable, the application shall not be rejected, but the applicant shall be required to substitute an acceptable subcontractor.

## SECTION III

### APPLICATION FORMS

1. Letter of Application
2. General Experience Form
3. Specific Experience Form
4. Information Request Consent
5. Personnel Capabilities Form
6. Candidate Summary Form
7. Equipment Availability Form
8. Equipment Capacity Form
9. Manufacturing Capacity Form
10. Financial Position Form
11. Bank Information Request Consent
12. Non-Performance History Form
13. Debarment Declaration Form
14. Current Contract Commitments and Pending Awards Form
15. Subcontractors Information Form
16. Subcontractors Information - Specific Experience Form
17. Subcontractors Specific Experience Form
18. Information Request Consent
19. JVCA Form
20. Sample Parent Company Guarantee

**Note:**

*The italicised notes in boxes in the Application Forms are part of the text. They contain guidance and instructions for the applicants. They are left in the prequalification documents, but the applicants are informed that they should not be incorporated in the applications.*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

## LETTER OF APPLICATION

Date: *[insert the date]*

To: *[name and address of the Client]*

Sirs,

Being duly authorised to represent and act on behalf of *[insert the applicant's name]* (hereinafter "the Applicant"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified by yourselves as a tenderer for the following Contract(s) under the *[state the project name]* project:

<i>Contract reference</i>	<i>Contract title</i>
1.	
2.	
...	

*The Applicant shall list only the contracts for which he wishes to prequalify.*

You and your authorised representatives are hereby authorised to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorisation for any individual or authorised representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by yourselves to verify statements and information provided in this application, such as the resources, experience, and competence of the Applicant.

You and your authorised representatives may contact the following persons for further information:

<i>General inquiries</i>	
<i>Contact 1</i>	<i>Telephone 1; E-Mail 1</i>
<i>Contact 2</i>	<i>Telephone 2; E-Mail 2</i>
<i>Personnel inquiries</i>	
<i>Contact 1</i>	<i>Telephone 1; E-Mail 1</i>
<i>Contact 2</i>	<i>Telephone 2; E-Mail 2</i>

<i>Technical inquiries</i>	
<i>Contact 1</i>	<i>Telephone 1; E-Mail 1</i>
<i>Contact 2</i>	<i>Telephone 2; E-Mail 2</i>
<i>Financial inquiries</i>	
<i>Contact 1</i>	<i>Telephone 1; E-Mail 1</i>
<i>Contact 2</i>	<i>Telephone 2; E-Mail 2</i>

*The Applicant may provide one or more contact persons for clarifications on the above matters.*

This application is made in the full understanding that:

- (a) tenders by prequalified applicants will be subject to verification of all information submitted for Prequalification at the time of tendering;
- (b) you reserve the right to:
  - amend the scope and the cost estimates of the Contract(s) to be tendered, in which event only those prequalified applicants who meet the amended requirements may be invited to tender for the Contract(s); or
  - reject or accept any application; or
  - cancel the prequalification process;
- (c) you shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for such actions.

*Applicants who are not JVCA should delete the next paragraph.*

We confirm that in the event that we tender, that tender, as well as any resulting contract, will be:

- (a) signed so as to legally bind all partners, jointly and severally; and
- (b) submitted with a signed JVCA agreement substantially in accordance with the JVCA details outlined in our Application and providing joint and several liability of all partners in the event the contract is awarded to us.

The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

**ENCLOSURES TO THE LETTER OF APPLICATION:**

Please find attached to this letter, copies of original documents defining:

*For applications by JVCA, information requested in the prequalification documents is to be provided by each partner of the JVCA, unless otherwise stated in the Prequalification Document.*

- (a) our legal status, including our charter(s) and registration (incorporation) documents;
- (b) written confirmation authorising the signatory of the Application;

*In the case of an application submitted by a JVCA the following wording shall be added on:*

- (c) *[JVCA agreement or a letter of intent signed by all partners to the JVCA];*

*In the case of an application based on the experience and capability of the Applicant's parent company the following wording shall be added on:*

- (d) *[parent company guarantee];*
- (e) *[written confirmation authorising the signatory of the parent company guarantee];*
- (f) completed forms;
- (g) documentary evidence establishing our qualifications in support of the forms above;

In the case of specific activities, which by law are subject to licensing/permission by the authorities.

- (h) *[licences [permissions] required by law];*

In case participation in self regulating associations is mandatory by law for implementing the Contract.

- (i) *[evidence of participation (membership) in self regulating associations];*
- (j) financial statements supported by audit statements *[or tax returns or acceptance by the tax authorities];* and
- (k) the authorisation to request verification from our bank(s) and clients.

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### GENERAL EXPERIENCE FORM

*All individual firms and all partners of a JVCA are requested to complete the information in this form.*

*The information supplied should be the annual turnover of the Applicant (or each member of a JVCA), in terms of the amount of annual earnings, expressed in its equivalent of the currency, as stated in the PDS.*

*Use a separate sheet for each partner of a JVCA.*

*Applicants are not required to enclose testimonials, certificates and publicity material with their applications.*

*[State the name of the Applicant or a JVCA partner]*

<b>Annual Turnover Data</b>				
<i>Year</i>	<i>Turnover</i>	<i>Currency</i>	<i>Exchange rate</i>	<i>Equivalent in [specify currency]</i>
<i>[state year]</i>				
<i>[state year]</i>				
<i>[state year]</i>				
<i>[state year]</i>				
<i>[state year]</i>				
Average				

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

*In case of a JVCA the summary information shall be provided.*

<i>JVCA Partners</i>	<i>Names of all partners of a JVCA</i>
<i>1. Lead partner</i>	
<i>2. Partner</i>	
<i>3. Partner</i>	

<b><i>JVCA Annual Turnover Data</i></b> <i>[specify currency] equivalent</i>					
<i>JVCA Partners</i>	<i>Year [state year]</i>	<i>Year [state year]</i>	<i>Year [state year]</i>	<i>Year [state year]</i>	<i>Year [state year]</i>
<i>1. Lead partner</i>					
<i>2. Partner</i>					
<i>3. Partner</i>					
<i>Totals</i>					

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### SPECIFIC EXPERIENCE FORM

*On separate pages, using this Form, the Applicant or JVCA partners are requested to list all contracts of*

*(a) a similar magnitude of value, as specified in the PDS; and*

*(b) a similar nature and complexity, as described in the PDS;*

*undertaken by them during the period stated in the PDS.*

*Please specify the role of the Applicant or a JVCA partner in these contracts.*

*In addition, the experience in undertaking the specific works listed in the PDS shall be demonstrated.*

*Use a separate sheet for each partner of a JVCA.*

*The information is to be summarised for each contract completed or under execution by the Applicant or by each partner of a JVCA.*

### SUMMARY

*[State the name of the Applicant]*

<i>Contracts</i>	<i>Value in [specify currency]</i>	<i>Status<sup>2</sup></i>	<i>Role<sup>3</sup></i>	<i>Similarity<sup>4</sup></i>	<i>Time for completion (months)</i>	<i>Notes<sup>5</sup></i>
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>...</i>						

2 The following abbreviation shall be used: C – completed, O – ongoing.

3 The following abbreviation shall be used: MC - main contractor, LP - lead partner in a JVCA, acting as a main contractor, P - partner in a JVCA, acting as a main contractor, or SC – subcontractor.

4 The following abbreviation shall be used: M – similar magnitude, N – similar nature, C – similar complexity.

The Applicants may use a composite abbreviation (for example MNC, which means that the stated contract is of similar magnitude, nature and complexity).

5 The Applicant may list specialised works/supplies specific contractual data required for particular operations, listed in the PDS; or make any comments in respect of the contracts.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

## SPECIFIC EXPERIENCE FORM

### SUMMARY

*In case of a JVCA the summary information shall be provided in the following format:*

*[State the name of the Applicant]*

<i>Contracts</i>	<i>Value in [specify currency]</i>	<i>Status<sup>6</sup></i>	<i>Role<sup>7</sup></i>	<i>Similarity<sup>8</sup></i>	<i>Time for completion (months)</i>	<i>Notes<sup>9</sup></i>
<i>Lead partner</i>						
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>3. Name of contract</i>						
<i>...</i>						
<i>Partner</i>						
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>3. Name of contract</i>						
<i>...</i>						
<i>Partner</i>						
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>3. Name of contract</i>						
<i>...</i>						

6 The following abbreviation shall be used: C – completed, O – ongoing, or P – pending award.

7 The following abbreviation shall be used: MC - main contractor, LP - lead partner in a JVCA, acting as a main contractor, P - partner in a JVCA, acting as a main contractor, or SC – subcontractor.

8 The following abbreviation shall be used: M – similar magnitude, N – similar nature, C – similar complexity.

The Applicants may use a composite abbreviation (for example MNC, which means that the stated contract is of similar magnitude, nature and complexity).

9 The Applicant may list specialised works/supplies specific contractual data required for particular operations, listed in the PDS; or make any comments in respect of the contracts.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]**[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]***SPECIFIC EXPERIENCE FORM***[State the name of the Applicant or a JVCA partner]**Use a separate sheet for each contract.*

1.	Name of contract: <i>[insert the contract name]</i>
	Country: <i>[insert the country, where the contract was implemented]</i>
2.	Name of the client: <i>[insert the name of the Employer/the Purchaser]</i>
	Address of the client: <i>[insert the address of the Employer/the Purchaser]</i>
4.	Nature of contract and special details relevant to the Contract for which the Applicant wishes to prequalify: <i>[insert a brief description of the works/supplies showing that they were of a similar magnitude and/or nature and complexity]</i>
5.	Contractor's role: <i>[Main contractor, or Lead Partner in a JVCA, acting as a main contractor, or Partner in a JVCA, acting as a main contractor, or Subcontractor]</i>
6.	Value of the contract/partner's share/subcontract <sup>10</sup> :
	Contract currency: <i>[insert value]</i>
	Equivalent value in <i>[state currency]</i> : <i>[insert value]</i>
7.	Date of award: <i>[insert the date]</i>
8.	Date of completion (Planned date for completion for the ongoing contracts): <i>[insert the date]</i>
9.	Contract/subcontract duration (months): <i>[insert duration]</i>
10.	Specific works/supplies: <i>[list the specific works, volumes and/or work rates]</i>

<sup>10</sup> In the specified currencies at completion, or at the date of signing for ongoing contracts, using the exchange rates, set by *[state the bank]* on these dates.

*The Applicant should insert any specific contractual data required for particular operations, listed in the PDS with regard to expected construction/production rates for the key construction activities for the Contract.*

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### INFORMATION REQUEST CONSENT

Date: *[insert the date]*

To: *[name and address of the client]*

Sirs,

Being duly authorised to represent and act on behalf of *[insert the Applicant's or a JVCA partner's name]* (hereinafter "the Applicant") the undersigned hereby applies to be prequalified by *[insert the Client's name]* (hereinafter "the Client") as a tenderer for a contract under the *[name]* project.

Hereby we authorise the Client and the Client's authorised representatives to conduct any inquiries to verify the statements and information submitted in connection with our application, and to seek clarification regarding any technical aspects of our application

Please consider this letter as authorisation for you to provide such information deemed necessary and as requested by the Client to verify statements and information provided in our application, such as our resources, experience, and competence.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### PERSONNEL CAPABILITIES FORM

*For specific positions listed in the PDS essential to contract implementation, applicants should provide the names of at least two candidates qualified to meet the specified requirements stated for each position.*

*A brief CV and data on their experience should be supplied in separate sheets using the Candidate Summary Form for each candidate.*

*[State the name of the Applicant]*

### SUMMARY

<i>Position</i>	<i>Name</i>	<i>Total work experience (years)</i>	<i>In similar works (years)</i>	<i>As manager of similar works (years)</i>
<i>1. Project Manager</i>				
<i>Prime candidate</i>				
<i>Alternate candidate</i>				
<i>2. [Chief Designer]</i>				
<i>Prime candidate</i>				
<i>Alternate candidate</i>				
<i>...</i>				

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### CANDIDATE SUMMARY FORM

*[State the name of the Applicant or a JVCA partner]*

<i>Position:[state position]</i>		<i>Candidate: [state Prime or Alternate]</i>
<i>Candidate information</i>	<i>Name of candidate: [insert the name]</i>	<i>Date of birth: [insert the date of birth]</i>
	<i>Professional qualifications : [list professional qualification relevant to the Contract and the proposed position]</i>	
<i>Present employment</i>	<i>Name of the employer: [insert the employer's name]</i>	
	<i>Address of the employer: [insert the employer's address]</i>	
	<i>Job title of candidate: [insert the current job title]</i>	<i>Years with the present employer: [insert the number of years]</i>
	<i>Telephone: [insert phone number]</i>	<i>Contact: [name manager or personnel officer]</i>
	<i>Fax: [insert fax number]</i>	<i>E-mail: [insert e-mail address]</i>

Summary of the professional education and training:

<i>From</i>	<i>To</i>	<i>Institution/Courses</i>

Summary of the professional experience over the last 10 years, in reverse chronological order is provided below:

<i>Indicate particular technical and managerial experience relevant to the Contract.</i>
--

<i>From</i>	<i>To</i>	<i>Company/Project/Position/Relevant technical and management experience</i>

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### **EQUIPMENT AVAILABILITY FORM**

*The Applicant shall provide adequate information to demonstrate that it has the capability to meet the requirements for all items of equipment listed in the PDS.*

*A separate form shall be prepared for each item of equipment listed in the PDS, or for alternative equipment proposed by the Applicant.*

*[State the name of the Applicant]*

### **SUMMARY**

<i>Equipment type and characteristics</i>	<i>Number</i>	<i>Model</i>	<i>Capacity</i>	<i>Source<sup>11</sup></i>
1.				
2.				
3.				
...				

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

<sup>11</sup> The following abbreviation shall be used: O – owned, R – rented, L- leased, SM – specially manufactured.

*Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### **EQUIPMENT CAPACITY FORM**

*[State the name of the Applicant or a JVCA partner]*

<i>Item of equipment:[insert the title of the equipment, as per the PDS]</i>		
<i>Equipment information</i>	<i>Name of manufacturer: [insert the name of manufacturer]</i>	<i>Model: [state model]</i>
	<i>Capacity or power rating [state capacity or power rating]</i>	<i>Year of manufacture: [insert the year of manufacture]</i>
<i>Current status</i>	<i>Current location: [state the location]</i>	
	<i>Current commitments: [state the current commitments and their expiration/validity]</i>	
<i>Type of access<sup>12</sup></i>	<i>[insert the type]</i>	
<i>Owner<sup>13</sup></i>	<i>Name of owner: [insert the name]</i>	
	<i>Address of owner: [insert the address]</i>	
	<i>Telephone: [insert the phone number]</i>	<i>Contact name and title: [insert the contact person details]</i>
	<i>Fax: [insert the fax number]</i>	<i>E-mail: [insert the e-mail address]</i>
<i>Agreements</i>	<i>Details of rental/lease/manufacture agreements specific to the Contract [specify the brief details of the agreement with regard to the equipment]</i>	

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

<sup>12</sup> The following abbreviation shall be used: O – owned, R – rented, L- leased, SM – specially manufactured.

<sup>13</sup> Omit the following information for equipment owned by the Applicant or a JVCA partner.

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### MANUFACTURING CAPACITY FORM

*The Applicant shall provide adequate information to demonstrate that it has the capability to meet the requirements for all items of equipment listed in the PDS.*

*A separate form shall be prepared for each item of equipment listed in the PDS, or for alternative equipment proposed by the Applicant.*

*[State the name of the Applicant]*

### SUMMARY

<i>Manufacturing lines and characteristics</i>	<i>Number</i>	<i>Brief description</i>	<i>Capacity</i>	<i>Source<sup>14</sup></i>
1.				
2.				
3.				
...				

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

<sup>14</sup> The following abbreviation shall be used: O – owned, R – rented, L- leased, C – contracted.

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### FINANCIAL POSITION FORM

*Applicants, including each partner of a JVCA, should provide financial information to demonstrate that they meet the requirements stated in the PDS.*

*Each applicant or JVCA partner must complete this form.*

*Use separate sheets to provide complete information with regard to the banks.*

*Summary of assets and liabilities shall be expressed in its equivalent of the currency, as stated in the PDS.*

*Based upon known commitments, summarise projected assets and liabilities in the equivalent of the currency stated in the PDS, converted based on the exchange rate as of the date of publication of the Invitation for Prequalification, as set by [state the bank] for the next two years, unless the withholding of such information is justified by the Applicant to the satisfaction of the Client.*

*[State the name of the Applicant or a JVCA partner]*

### Annual Financial Data

Financial information	Actual for previous years					Projected for the next two years	
A. In [state currency]	[year]	[year]	[year]	[year]	[year]	[year]	[year]
1. Total assets							
2. Current assets							
3. Total liabilities							
4. Current liabilities							
5. Profits before taxes							
6. Profits after taxes							
	Exchange rates						
B. In [state currency] equivalent	[ForEx rate]	[ForEx rate]	ForEx rate]	[ForEx rate]	[ForEx rate]	ForEx rate]	[ForEx rate]
1. Total assets							
2. Current assets							
3. Total liabilities							
4. Current liabilities							
5. Profits before taxes							
6. Profits after taxes							

Hereby we are enclosing copies of the balance sheets for the time period specified in the PDS supported by audit statements *[or tax returns/acceptance by the tax authorities]*.

We propose to use the following sources of financing to meet the cash flow demands of the Contract, specified in the PDS:

<b>Contract Financing Data</b>				
<i>Source of financing</i>	<i>Amount</i>	<i>Currency</i>	<i>Exchange rate</i>	<i>Equivalent in [specify currency]</i>

*The Applicant shall use the exchange rate as of the date of publication of the Invitation for Prequalification.*

Please find below information on the name and address of our bank(s):

<i>Bank</i>	<i>Name of bank: [insert the name of the bank]</i>	
	<i>Address of bank: [insert the address of the bank]</i>	
	<i>Telephone: [insert the phone number]</i>	<i>Contact name and title: [insert the contact person details]</i>
	<i>Fax: [insert the fax number]</i>	<i>E-mail: [insert the e-mail address]</i>

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*A copy of the balance sheets should be attached supported by audit statements or tax returns/acceptance by the tax authorities.*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

*In case of a JVCA the summary information shall be provided.*

### SUMMARY

<i>JVCA Partners</i>	<i>Names of all partners of a JVCA</i>	<i>Contribution towards the Contract financing</i>
<i>1. Lead partner</i>		
<i>2. Partner</i>		
<i>3. Partner</i>		
<i>Total</i>		

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### **BANK INFORMATION REQUEST CONSENT**

Date: *[insert the date]*

To: *[name and address of the bank]*

Sirs,

Being duly authorised to represent and act on behalf of *[insert the applicant's or a JVCA partner's name]* (hereinafter "the Applicant") the undersigned hereby applies to be prequalified by *[insert the Client's name]* (hereinafter "the Client") as a tenderer for a contract under the *[name]* project.

Hereby we authorise the Client and the Client's authorised representatives to conduct any inquiries to verify with you the statements, documents and information submitted in connection with our application, and to seek clarification from you regarding our financial position.

Please consider this letter as authorisation for you to provide such information deemed necessary and as requested by the Client to verify statements and information provided in our application.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### NON-PERFORMANCE HISTORY FORM

*Applicants, including each of the partners of a JVCA, should provide information on any current and past litigation and/or arbitration (with an indication of the matters in dispute, the parties involved, the amounts in dispute and the outcome, where available) resulting from contracts completed or under execution by the Applicant over the period of time stated in the PDS.*

*A separate sheet should be completed for each partner of a JVCA.*

#### Litigation History

Year	Contract	Parties involved	Cause of litigation or matter in dispute	Disputed amount [state currency] equivalent <sup>15</sup>	Outcome of the dispute/litigation <sup>16</sup>

*Applicants, including each of the partners of a JVCA, should provide information on any current and past termination of contracts (with an indication of the causes of the termination and the parties involved) completed or under execution by the applicant over the period of time stated in the PDS.*

*A separate sheet should be completed for each partner of a JVCA.*

#### Termination History

Year	Contract	Parties involved	Cause of termination

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

<sup>15</sup> The exchange rate for conversion of the disputed amount shall be the one set by *[state the bank]* on the date of the dispute/litigation notification/registration.

<sup>16</sup> The following abbreviation shall be used: F - dispute/litigation was resolved in favour of the Applicant, A – the decision on dispute/litigation was against the Applicant, or P – dispute/litigation is still in progress.

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### DEBARMENT DECLARATION FORM

*Applicants, including each of the partners of a JVCA, should provide a declaration that they have not been debarred or suspended from contracting activities as a matter of law or official regulation or been determined to be engaged in Prohibited Practices as defined in the Bank's Procurement Policies and Rules.*

*A separate sheet should be completed for each partner of a JVCA.*

*Where the Applicant or a partner in a JVCA is unable to certify any of the statements in this declaration, such party shall provide an explanation as to its position.*

Date: *[insert the date]*

To: *[name and address of the Client]*

Sirs,

Being duly authorised to represent and act on behalf of *[insert the applicant's or a JVCA partner's name]*, the undersigned hereby declare that that neither we nor our principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in contracting activities, or been determined to be engaged in Prohibited Practices as defined in the EBRD Procurement Policies and Rules.

The undersigned declare that the statement made is true and correct in every detail.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a JVCA partner]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### **CURRENT CONTRACT COMMITMENTS AND PENDING AWARDS FORM**

*Applicants and each partner to a JVCA should provide information on their current commitments under all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified completion certificate has yet to be issued.*

*A separate sheet should be completed for each partner of a JVCA.*

*[State the name of the Applicant or a JVCA partner]*

<i>Contracts</i>	<i>Value in [specify currency]</i>	<i>Status</i>	<i>Value of outstanding works in [specify currency]</i>	<i>Time for completion (months)</i>	<i>Estimated time left to completion (months)</i>	<i>Notes</i>
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>3. Name of contract</i>						
<i>...</i>						

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant or a partner of a JVCA]*

*[Letterhead of the Applicant, or a JVCA partner, including full postal address, telephone and fax numbers and e-mail address]*

### SUBCONTRACTORS INFORMATION FORM

*Where the Applicant proposes to use subcontractors for critical or specialised components of the works, or for works in excess of the percentage of the value of the whole works, as stated in the PDS, the information on the specific experience of the subcontractors relevant to the works involved should also be supplied, in order to show that the subcontractors are meeting qualification requirements pro rata to the level of their involvement.*

*A separate sheet should be completed for each subcontractor.*

### SUMMARY

*[State the name of the Applicant]*

<i>Subcontracts</i>	<i>Proportion in percent</i>	<i>Subcontractor</i>	<i>Notes<sup>17</sup></i>
<i>1. Works</i>			
<i>2. Specialised works</i>			
<i>3. Activities</i>			
<i>...</i>			

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of

*[name of the Applicant or the partner of a JVCA authorised to act for and on its behalf]*

<sup>17</sup> The Applicant may make any comments with respect to the subcontracts or subcontractors.

*[Letterhead of the subcontractor, including full postal address, telephone and fax numbers and e-mail address]*

### SUBCONTRACTORS INFORMATION FORM SPECIFIC EXPERIENCE

*On separate pages, using this Form, the subcontractors are requested to list all contracts of*  
*(a) a similar magnitude of value, as specified in the PDS; and*  
*(b) a similar nature and complexity, as described in the PDS;*  
*undertaken by them during the period stated in the PDS.*

*Please specify the role of the subcontractors in these contracts.*

*Use a separate sheet for each subcontractor.*

*The information is to be summarised for each contract completed or under execution by the subcontractor.*

### SUBCONTRACTORS SUMMARY

*[State the name of the subcontractor], who is proposed as a subcontractor to [state the name of the Applicant] to undertake [list the works/supplies] for the Contract under [state the project name] project:*

<i>Contracts</i>	<i>Value in [specify currency]</i>	<i>Status<sup>18</sup></i>	<i>Role<sup>19</sup></i>	<i>Similarity<sup>20</sup></i>	<i>Time for completion (months)</i>	<i>Notes<sup>21</sup></i>
<i>1. Name of contract</i>						
<i>2. Name of contract</i>						
<i>...</i>						

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the subcontractor]*

\_\_\_\_\_

18 The following abbreviation shall be used: C – completed, O – ongoing.

19 The following abbreviation shall be used: MC - main contractor, LP - lead partner in a JVCA, acting as a main contractor, P - partner in a JVCA, acting as a main contractor, or SC – subcontractor.

20 The following abbreviation shall be used: M – similar magnitude, N – similar nature, C – similar complexity.

The Applicants may use a composite abbreviation (for example MNC, which means that the stated contract is of similar magnitude, nature and complexity).

21 The Applicant may list specialised works/supplies specific contractual data required for particular operations, listed in the PDS; or make any comments with respect to the contracts.

*[Letterhead of the subcontractor, including full postal address, telephone and fax numbers and e-mail address]*

### SUBCONTRACTOR SPECIFIC EXPERIENCE FORM

*[State the name of the subcontractor]*

*Use a separate sheet for each contract.*

1.	Name of contract: <i>[insert the contract name]</i>
	Country: <i>[insert the country, where the contract was implemented]</i>
2.	Name of the client: <i>[insert the name of the Employer/the Purchaser]</i>
	Address of the client: <i>[insert the address of the Employer/the Purchaser]</i>
4.	Nature of contract and special details relevant to the Contract for which the Applicant wishes to prequalify: <i>[insert a brief description of the works/supplies showing that they were of a similar magnitude and/or nature and complexity]</i>
5.	Contractor's role: <i>[Main contractor, or Lead Partner in a JVCA, acting as a main contractor, or Partner in a JVCA, acting as a main contractor, or Subcontractor]</i>
6.	Value of the contract/partner's share/subcontract <sup>22</sup> :
	Contract currency: <i>[insert value]</i>
	Equivalent value in <i>[state currency]</i> : <i>[insert value]</i>
7.	Date of award: <i>[insert the date]</i>
8.	Date of completion (Planned date for completion of the ongoing contracts): <i>[insert the date]</i>
9.	Contract/subcontract duration (months): <i>[insert duration]</i>
10.	Specific works/supplies: <i>[list the specific works, volumes and/or work rates]</i>

*The subcontractor should insert any specific contractual data required for particular operations for the works/supplies he is planned to undertake under the Contract.*

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the subcontractor]*

<sup>22</sup> In the specified currencies at completion, or at the date of signing for ongoing contracts, using the exchange rates, set by *[state the bank]* on these dates.

*[Letterhead of the subcontractor, including full postal address, telephone and fax numbers and e-mail address]*

### INFORMATION REQUEST CONSENT

Date: *[insert the date]*

To: *[name and address of the client]*

Sirs,

Being duly authorised to represent and act on behalf of *[insert the subcontractor's name]* (hereinafter "the Subcontractor to the Applicant") the undersigned hereby was proposed to act as a subcontractor to *[insert the Applicant's name]*, who applied to be prequalified by *[insert the Client's name]* (hereinafter "the Client") as a tenderer for a contract under the *[name]* project.

Hereby we authorise the Client and the Client's authorised representatives to conduct any inquiries to verify with you the statements and information submitted in connection with our role in the application, and to seek clarification from you regarding any technical aspects of our cooperation.

Please consider this letter as authorisation you to provide such information deemed necessary and as requested by the Client to verify statements and information provided in the Applicant's submission with regard to our resources, experience, and competence.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the subcontractor]*

*[Letterhead of the Applicant, or the partner of a JVCA authorised to act for and on its behalf, including full postal address, telephone and fax numbers and e-mail address]*

### JVCA FORM

*If the Application is submitted by a JVCA the following form shall be enclosed.*

Date: *[insert the date]*

To: *[name and address of the Client]*

Sirs,

We confirm that in the event that we tender, that tender, as well as any resulting contract, will be:

- (a) signed so as to legally bind all partners, jointly and severally; and
- (b) submitted with a signed JVCA agreement substantially in accordance with the JVCA details outlined in our Application and providing joint and several liability of all partners to the you for the performance of the Contract, in the event the contract is awarded to us. The JVCA agreement will name the leader of the JVCA, who shall have authority to bind the JVCA and each of these persons. The agreement will include the provision that JVCA composition or legal status shall not alter without your prior consent.

The anticipated details of the participation of each party of the JVCA, including contribution and cost/profit sharing agreements, are provided below. We also specify the financial commitment in terms of the percentage of the value of the Contract, and the responsibilities for execution of the Contract:

<i>JVCA Partners</i>	<i>Names of all partners of the JVCA</i>	<i>Responsibilities</i>	<i>Participation share</i>	<i>Cost/profit share</i>	<i>Contribution towards the Contract financing</i>
<i>1. Lead partner</i>					
<i>2. Partner</i>					
<i>3. Partner</i>					

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the lead partners of the JVCA]*

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of a partner of the JVCA]*

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of a partner of the JVCA]*

*A copy of a preliminary JVCA agreement or a letter of intent signed by all partners to the JVCA shall be enclosed*

*[Letterhead of the Applicant's Parent Company]*

### **SAMPLE PARENT COMPANY GARANTEE**

*If the Applicant for the purposes of prequalification wants to use the references of his parent company, he shall support his application with the parent company's unconditional guarantee of due performance of all the contractor's/supplier's obligations and liabilities under the Contract.*

Date: *[insert the date]*

To: *[name and address of the Client]*

Sirs,

Re: *[specify the Contract]*

We have been informed that *[insert the Applicant's name]* (hereinafter called the "Applicant") is submitting an application to be prequalified by yourselves as a tenderer for the above Contract in response to your invitation, and that the conditions of your invitation require his application to be supported by a parent company guarantee.

In consideration of you, the Client, prequalifying the Applicant for the Contract, and in case the Contract is awarded to the Applicant, we *[name of the Parent Company]* irrevocably and unconditionally guarantee to you, as a primary obligation, the due performance of all the Applicant's obligations and liabilities under the Contract, including the Applicant's compliance with all its terms and conditions according to their true intent and meaning.

If the Applicant fails to so perform his obligations and liabilities and comply with the Contract, we will indemnify the Client against and from all damages, losses and expenses (including legal fees and expenses) which arise from any such failure for which the Applicant is liable to the Client under the Contract.

This guarantee shall come into full force and effect when the Contract comes into full force and effect. If the Contract does not come into full force and effect within a year of the date of this guarantee, or if you demonstrate that you do not intend to enter into the Contract with the Applicant, this guarantee shall be void and ineffective.

We confirm that in the event that the Applicant tenders, we will issue a new parent company guarantee in the form required by the tender documents, to replace this guarantee. Until a new parent company guarantee is issued, this guarantee shall continue to be in full force and effect until all the Applicant's obligations and liabilities under the Contract have been discharged, when this guarantee shall expire and shall be returned to us, and our liability hereunder shall be discharged absolutely.

This guarantee shall apply and be supplemental to the Contract as amended or varied by the Client and the Applicant from time to time. We hereby authorise them to agree any such amendment or variation, the due performance of which and compliance with which by the Applicant are likewise guaranteed hereunder. Our obligations and liabilities under this guarantee shall not be discharged by any allowance of time or other indulgence whatsoever by the Client to the Applicant, or by any variation or suspension of the works to be executed under the Contract, or by any amendments to the Contract or to the constitution of the

Applicant or the Client, or by any other matters, whether with or without our knowledge or consent.

This guarantee shall be governed by the law of the same country (or other jurisdiction) as that which governs the Contract and any dispute under this guarantee shall be finally settled under the Rules of Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with such Rules. We confirm that the benefit of this guarantee may be assigned subject only to the provisions for assignment of the Contract.

Signed \_\_\_\_\_

Name \_\_\_\_\_

For and on behalf of  
*[name of the Applicant's Parent Company]*

## CHECK LIST

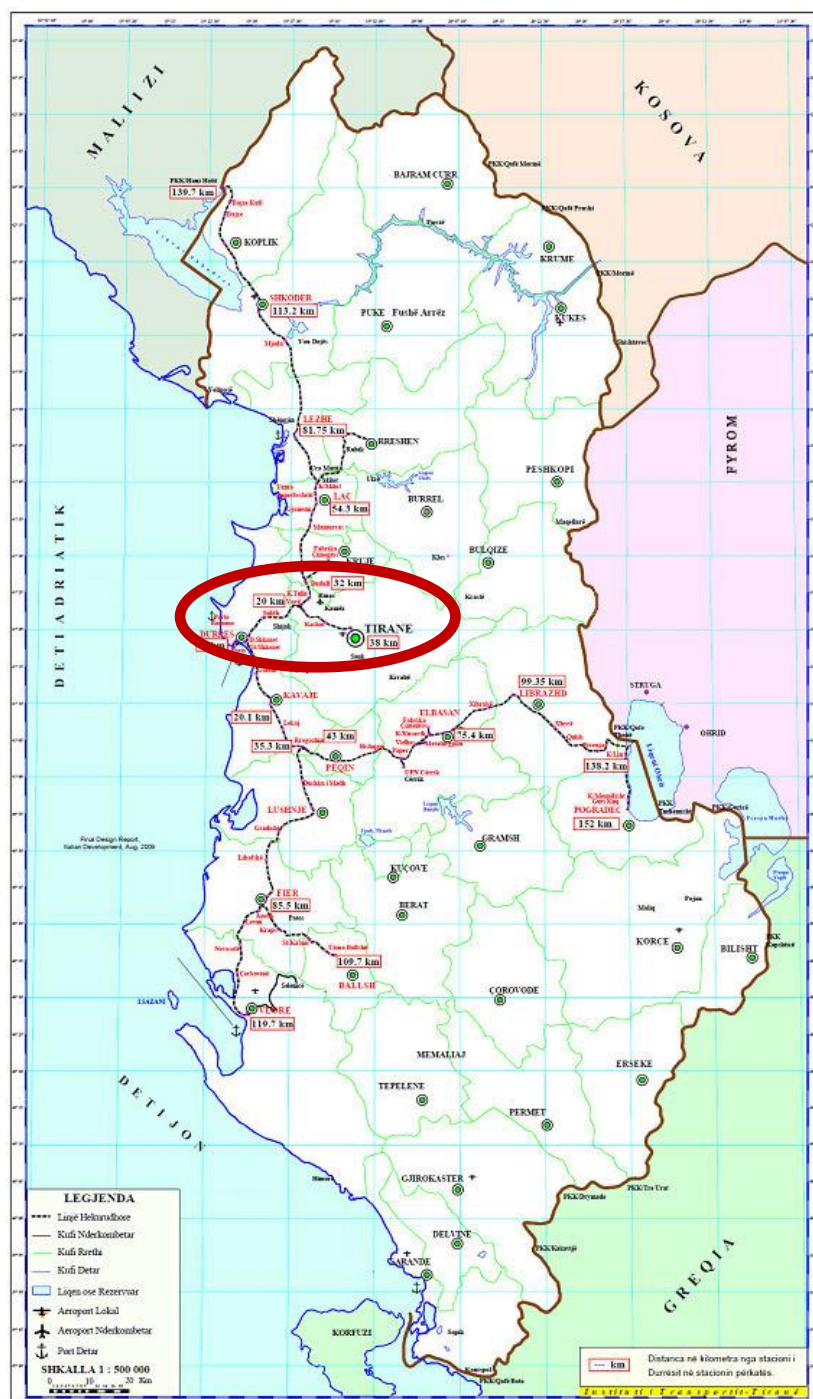
- Letter of Application ☐
- Charter(s) ☐
- Registration (incorporation) documents ☐
- Written confirmation authorising the signatory of the Application ☐
- *[JVCA agreement or a letter of intent signed by all partners to the JVCA]* ☐
- *[JVCA form]* ☐
- *[Written confirmation authorising the signatory of the Parent company guarantee]* ☐
- General Experience Form ☐
- Specific Experience Form ☐
- Information Request Consent ☐
- Personnel Capabilities Form ☐
- Candidate Summary Form ☐
- Equipment Availability Form ☐
- Equipment Capacity Form ☐
- Manufacturing Capacity Form ☐
- Financial Position Form ☐
- Bank Information Request Consent ☐
- Non-Performance History Form ☐
- Debarment Declaration Form ☐
- Current Contract Commitments and Pending Awards Form ☐
- Subcontractors Information Form ☐
- Subcontractors Information - Specific Experience Form ☐
- Subcontractors Specific Experience Form ☐
- Information Request Consent ☐
- Documentary evidence establishing our qualifications in support of the forms above ☐
- *[Licences [permissions] required by law]* ☐
- *[Evidence of participation (membership) in self regulating associations]* ☐
- Financial statements supported by audit statements *[or tax returns or acceptance by the tax authorities]* ☐
- Authorisations to request verification from our bank(s) and clients. ☐

## PART B

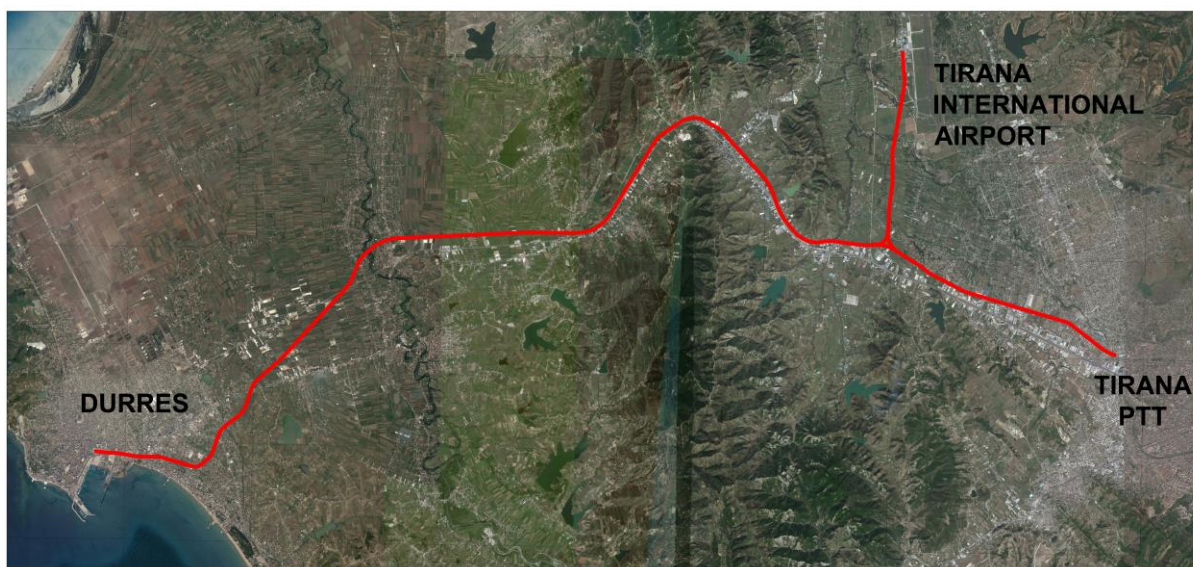
### INFORMATION ON THE CONTRACT

#### 1. GENERAL INFORMATION ON THE LOCATION AND BASIC DESIGN OF THE CONTRACT

The Tirana – Durres line is the northern part of the Tirana – Durres – Elbasan – Pogradec line which consists part of the TEN-T Corridor VIII Tirana – Skopje – Sofia – Burgas (with the exception of the terminal section Lin – Pogradec). It is the oldest section of the Albanian railway network.



**Figure 1. The Albanian Railway Network**



**Figure 2. Durres - Tirana Railway Line and New Railway Line to Tirana International Airport**

**The scope of the works includes seven stations and one railway stop as follows:**

**Durres to Tirana (PTT) Railway Line**

- Durres Station KP 0-638.6 - KP 0-220
- Skhozet station KP 0+760 - KP 1+980
- Sukthi Station KP 10+980 - KP 11+800
- Vore Station KP 19+560 - KP 20+680
- Kashar Station KP 29+500 - KP 30+100
- Tirana PTT Station KP 32+860 - KP 33+520

**New Line to Tirana International Airport**

- Airport Terminal Station KP 5+400 - KP 5+696.58
- University Rail Stop KP 4+085 - KP 4+185

**Characteristics of the railway line include:**

- Design speed: 100 km/h.
- Axle load: 22.5tn.
- Structural gauge: UIC A.
- Minimum horizontal curve radius (open line): 300 m.
- Maximum gradient: 9‰.
- Standard gauge 1435mm.
- Continuously welded rails (CWR), S60 rails and concrete sleepers with rigid fastenings (NABLA). The standard sleeper spacing is 600mm for CWR tracks.

**The works shall be offered in one contract only and will comprise:**

- Earth works:

– Excavation	700.000 m <sup>3</sup>
– Embankments	300.000 m <sup>3</sup>
• Rail replacement and re-ballasting:	43 km
• New tracks incl. ballasting:	14.5 km
• No. of platforms:	15 pcs
• Civil structures	
– Bridges:	
– Major bridges subject to rehabilitation	5 pcs
– New major bridges	3 pcs
– Small bridges subject to rehabilitation	2 pcs
– Culverts	83 pcs
– Retaining walls and other:	40 pcs
• Road works for the reinstatement of the local road network	
• Signaling and telecommunication including	58.5 km
– At grade Automatic Half Barrier road crossings	19 pcs
– At grade signalized pedestrian crossings	5 pcs
– Interlocking System	1 pcs
– Railway Stations (Control Areas)	7 pcs
– Detail design study for Signaling and Telecom implementation	

The Contract includes the supply of all required materials and equipment for the works.

Envisaged time for construction: 30 months from commencement

**According to the Design, the Durres to Tirana line project features:**

- Upgrade of the existing single line by replacing the existing superstructure of the permanent track way components (rails, insulated joints, concrete sleepers and ballast)
- Upgrade line substructure by means of a cross section widening and bearing capacity improvement (installation of new sub-ballast material and reinforced geo-composite material)
- Improvement and/or expansion of the drainage network and formation setting along the line and in stations as required
- Renewal and new construction of culverts, small bridges and underpasses and retaining walls along the line.
- Renewal of secondary lines and switches for five stations and rehabilitation of station platforms, along with introduction of additional secondary lines and platforms
- A new terminal station at Tirana Public Transport Terminal
- Measures for improvement of bearing capacity of the existing bridges
- One new railway bridge over Tana river

**The Tirana International Airport railway line project features:**

- Construction of a new single line Railway Link to connect the existing Durres to Tirana line with the Tirana International Airport. The new single line link has a length of

- approximately 5km and includes an intermediate train stop with side platforms
- The Airport link branches from the Durrës - Tirana line by means of a triangular railway junction at the area of Domje, between KP 26+300 till KP 28+200 of the exiting Durrës - Tirana line, which is planned to be realigned at the area of the junction
- One terminal railway station at the Airport, in the vicinity of the terminal building
- One rail stop in the vicinity of the "Epoca" university and the nearby business centre.
- Construction of two railway bridges over Lana and Tirana rivers
- Drainage network for the railway line
- Construction of culverts and small structures along the line.

### **Signalling and telecommunication**

The Contractor will have to prepare a detail design and install all signalling and telecommunication system based on the tender documentation and specifications provided by the Client.

### **Temporary works**

Based on the tender documentation and detailed design provided by the Client the Contractor will have to prepare the construction design, works shop drawings and design for temporary measures as necessary for the implementation and completion of the works.

Protective measures are to be implemented for Public utilities along the railway lines during the execution of construction works.

### **Duration**

The duration of the works for the entire project is estimated at maximum 30 months.

## CLIMATIC CONDITIONS OF THE AREA

### General

As part of the mountainous central region, the geographical position of the area is the main factor affecting the climatic conditions. Generally the hilly relief affects specific conditions of the mountainous Mediterranean climate. This area is under the strong influence of the Adriatic Sea, especially concerning the wind velocity and its characteristic regime during the summer season.

According to the climate conditions defined in “Klima e Shqiperise” (“Climate of Albania”, published by Hydrometeorological Institute of Tirana) the region of Tirana is part of the Mediterranean plain climatic zone, which is characterized by moderate and humid winters and hot dry summers. Precipitation is in the form of rainfall. The snow cover is negligible and of very short duration.

### Air temperature

Table 2.1 presents the average temperatures of the Tirana, Vora, Kamza, Larushk, Durres, Sukth , Xhafzotaj and Dajt Fshat meteorological stations.

**Table 1 : Average Annual Temperatures**

Station	MONTH												
	1	2	3	4	5	6	7	8	9	10	11	12	Ave
Durres	8.2	9.2	10.9	14.0	18.1	21.8	23.8	23.8	21.1	17.3	13.4	10.0	16.0
Xhafzotaj	6.9	7.9	9.8	12.9	17.0	20.9	23.0	22.9	20.2	16.1	12.2	8.6	14.9
Sukth	7.0	8.0	9.7	13.2	17.4	21.1	23.0	22.9	20.2	16.0	12.2	8.6	14.9
Vore	7.7	8.7	10.7	13.8	17.9	21.7	24.0	24.1	21.2	17.3	12.7	9.2	15.7
Kamez	6.5	7.8	9.9	13.1	17.6	21.4	23.4	23.3	20.3	15.9	11.8	7.9	14.9
Larushk	6.4	7.7	8.8	13.2	17.4	22.0	23.0	22.8	20.0	15.7	11.6	7.9	14.7
Tirane “A”	6.9	7.9	9.9	13.3	17.7	21.4	23.8	23.8	20.6	16.1	11.8	8.2	15.1
Dajt Fshat	4.9	5.3	7.8	11.1	15.5	18.8	21.6	21.6	18.6	14.5	9.9	6.3	13.0

Concerning the fluctuation of the air temperature during the year it must be noted that a typical regime is observed, in which the minimal temperature in Tirana is observed in January, 6.9°C, while the maximal temperature is observed during the months of July and August 23.8°C.

Other important parameters of the air temperature are also its extremes (maximal and minimal). The absolute minimal and maximal air temperatures for the Tirana region meteorological stations are presented in tables 2.2 and 2.3

Tables 2.4 and 2.5 present frost conditions reported at the same stations, for temperatures below 0° and -5° respectively.

**Table 2 : Absolute maximum temperature**

Station	MONTH												
	1	2	3	4	5	6	7	8	9	10	11	12	ΣAnnual
Durres	21.3	27.7	29.6	31.7	35.8	37.9	41.5	40.3	37.0	31.4	26.9	22.5	41.5
Xhafzotaj	19.5	25.7	29.0	29.1	34.0	36.2	40.8	37.3	36.0	30.2	26.6	21.6	40.8
Sukth	19.4	26.4	27.2	29.5	34.5	36.7	29.8	38.7	34.7	34.5	27.2	22.4	39.8
Vore	29.3	26.2	27.0	29.3	34.2	36.5	39.7	39.0	35.0	33.9	26.8	21.1	39.2
Kamez	20.5	27.9	27.6	31.4	36.7	38.9	41.5	38.9	36.2	30.5	26.6	21.5	41.5
Larushk	20.1	25.7	27.6	29.6	35.9	33.4	40.5	38.9	35.5	31.7	25.2	22.4	40.5
Tirane "A"	21.3	27.7	29.6	31.7	35.8	39.7	41.5	40.3	37.0	31.4	26.9	22.5	41.5
Dajt Fshat	18.6	23.2	24.5	33.5	31.5	33.0	37.5	35.5	35.0	30.0	26.4	19.2	38.0

**Table 3 : Absolute minimum temperature**

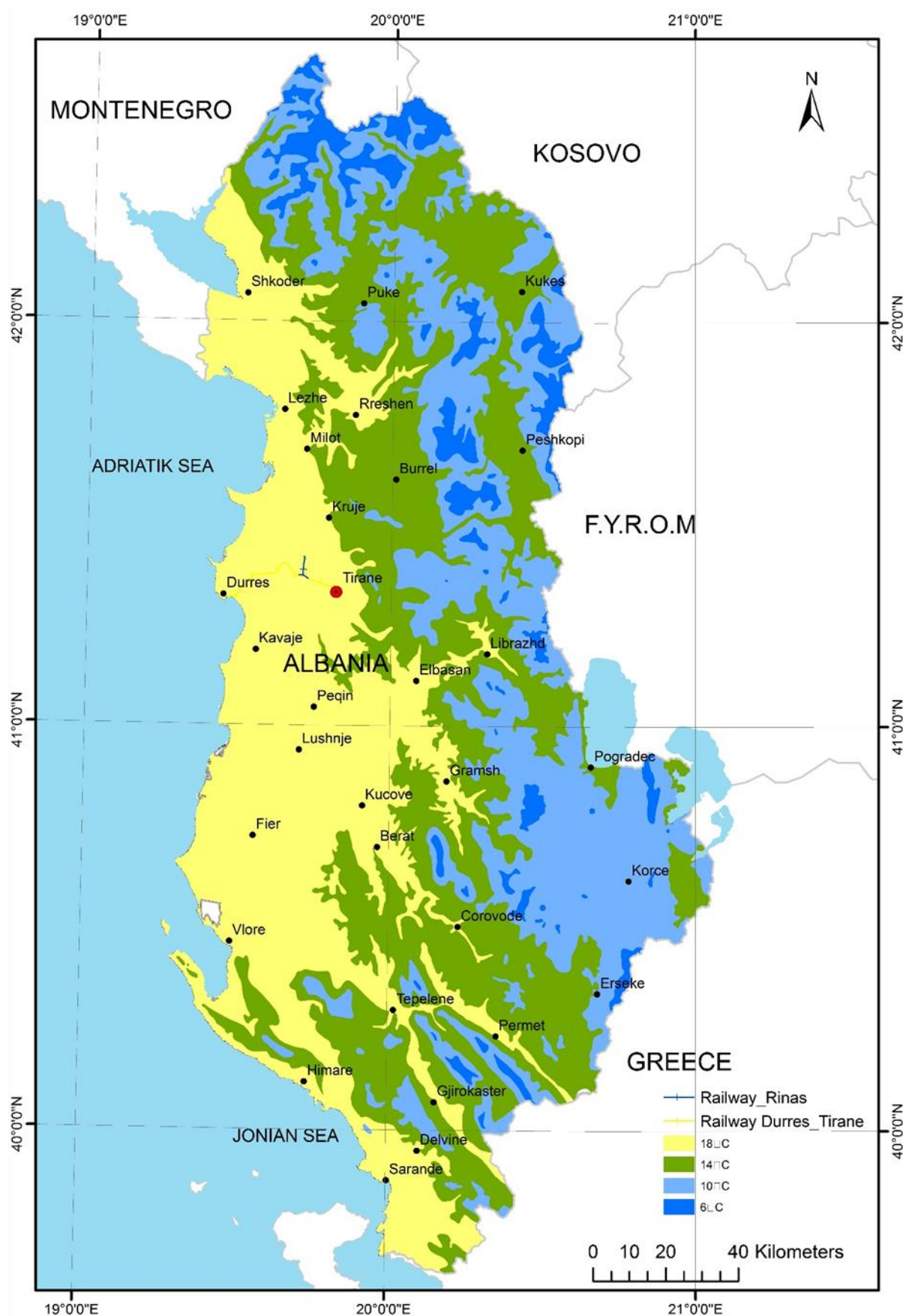
Station	MONTH												
	1	2	3	4	5	6	7	8	9	10	11	12	Mini
Durres	-6.2	-4.6	-5.2	2.4	6.0	11.0	10.2	12.3	8.0	1.7	-1.6	-4.3	-6.2
Xhafzotaj	-8.1	-8.9	-8.3	-1.1	1.4	5.0	8.9	8.0	2.3	-1.0	-5.6	-9.2	-9.2
Sukth	-8.2	-8.0	-5.0	-3.3	3.0	4.2	9.0	8.9	2.3	-1.5	-6.0	-7.8	-8.2
Vore	-8.3	-8.1	-5.2	-3.4	2.8	4.0	8.9	8.8	2.3	-1.5	-6.0	-7.7	-8.3
Kamez	-11.4	-9.4	-4.6	0.0	1.5	4.0	8.9	8.2	2.9	-1.5	-4.2	-7.1	-11.4
Larushk	-10.0	-7.6	-6.3	0.2	1.7	4.2	9.0	8.3	0.7	-3.4	-7.3	-8.8	-10.0
Tirane "A"	-10.4	-5.8	-7.0	-0.7	1.8	5.6	9.4	10.0	3.8	-1.3	-6.1	-6.9	-10.4
Dajt Fshat	-12.0	-13.3	-10.6	-2.0	0.0	4.5	5.7	7.0	5.4	-4.0	-3.8	-7.7	-10.6

**Table 4 : Number of days with temperatures <0°C**

Station	MONTH												
	1	2	3	4	5	6	7	8	9	10	11	12	ΣAnnual
Durres	2.7	2.0	0.9	0	0	0	0	0	0	0	0.4	1.0	7.0
Xhafzotaj	4.5	3.5	2.0	0	0	0	0	0	0	0	0.8	2.5	12.3
Sukth	9.7	5.6	3.7	0	0	0	0	0	0	0.7	1.5	8.0	29.2
Vore	9.6	5.5	3.5	0	0	0	0	0	0	0.9	2.0	8.8	30.2
Kamez	10.0	6.6	3.9	0	0	0	0	0	0	0.2	2.8	8.0	31.5
Larushk	13.4	6.2	3.0	0	0	0	0	0.0	0	0.3	5.0	12.4	38.3
Tirane "A"	10.3	5.5	3.8	0	0	0	0	0.3	0	0.3	3.4	8.6	32.2

**Table 5 : Number of days with temperatures <-5°C**

Station	MONTH												
	1	2	3	4	5	6	7	8	9	10	11	12	ΣAnnual
Durres	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3
Xhafzotaj	0.5	0.2	0.1	0	0	0	0	0	0	0	0.1	0.2	1.1
Sukth	0.8	0.8	0	0	0	0	0	0	0	0	0	0.3	1.1
Vore	0.9	0.9	0	0	0	0	0	0	0	0	0	0.3	1.9
Kamez	1.0	1.0	0	0	0	0	0	0	0	0	0	0.2	2.3
Larushk	1.0	0.9	0	0	0	0	0	0	0	0	0.2	0.5	2.8
Tirane "A"	0.8	0.8	0	0	0	0	0	0	0	0	0	0.3	1.9



**Figure 3 : Albania Annual Average Temperatures**